



JOB DESCRIPTION

Role Title: Clinical Education & Professional Development Lead	Band: 7
Reports to: Head of Education and Research	Notice Period: 3 months
Direct Reports: N/A	
DBS Check: Enhanced & Barred	
Team and Directorate: Nursing & Care – Clinical Learning & Development	
Location: Helen House	Date: July 2026
Summary of the Role's Main Purpose: Working as part of the Helen and Douglas House Clinical Professional Development Team the post holder will promote a positive culture of learning and development across the service to prioritise and promote high-quality care. Working closely with the Head of Education and Research the postholder will lead on implementing a quality assured training programme across the service and externally to local stakeholders. They will assist in ensuring the learning and development strategy of the organisation and operational goals are implemented and met. The postholder will be part of developing, delivering and evaluating education alongside a continuous needs analysis and participate in the development and review of policies and procedures as appropriate. They will maintain their own clinical knowledge, competence, and skills by regularly working in clinical practice.	

MAIN DUTIES AND RESPONSIBILITIES:

1. To act as the named lead for the learning environment for nurses, nursing associates and allied health professionals, collaborating alongside other members of the clinical professional development team, leading a programme that promotes positive and supportive student placements and liaising with university partners to promote and educate students about children's palliative care.
2. To co-ordinate a comprehensive simulation training programme for clinical staff, including training others in running simulations, overseeing all equipment and organising the programme.
3. To lead on the HDH Palliative Care Foundation Programme, aligning the programme with national standards and seeking opportunities to develop external training and education.
4. To lead on the preceptorship programme ensuring newly registered healthcare staff have the right guidance, training and support.

Other education responsibilities:

5. To promote and embed a positive culture of learning and development within the organisation, supporting others to reach their potential.
6. Working with the Clinical Professional Development Team to plan and deliver the annual training programme to maintain high standards of care across the service.
7. To support staff in developing, consolidating, and maintaining clinical skills and competence, by working alongside members of the Care Team in clinical practice.
8. Contribute to the induction of new staff and bank staff ensuring they are equipped and adequately supported.



9. To use responsive and creative strategies and training approaches to support staff and maximise learning opportunities.
10. To support the Head of Education and Research through engaging with Nationwide education programmes, forums, and networks.
11. To ensure all training programmes and education internally and externally is inclusive, sustainable and meets national standards of practice education.
12. To participate in a training needs analysis to ensure that continuous professional development activity meets individual needs and service requirements.
13. To participate in audit, quality improvement and research projects to strengthen evidence base practice.
14. To promote links with external members of the multi-disciplinary team and other children's hospices to support collaborative working.
15. To contribute to the development of guidelines, policies and procedures

General responsibilities:

Every employee is required to:

1. Adhere to and comply with organisational policies, procedures and guidelines at all times.
2. Implement Risk Management strategies (including reporting, registering risk and learning) - taking all reasonable steps to manage and promote a safe and healthy working environment which is free from discrimination.
3. Comply with the organisational policy on confidentiality, information governance and the Data Protection Act 1998 as amended relating to information held manually or on computerised systems.
4. Respect the confidentiality of children, young adults and staff and volunteers at all times.
5. Promote and protect the privacy and dignity of children and young adults at all times.
6. Comply with the requirements of the organisational Safeguarding Policy, and at all times during the course of employment act in such a way as to promote the wellbeing of children and other vulnerable people.
7. Implement Health and Safety regulations – through risk assessment. Maintaining a constant awareness of health, welfare and safety issues affecting colleagues, service users, volunteers, visitors and themselves, reporting any accidents or faults in line with organisational policy, and fully participating in health and safety training.
8. Maintain high standards of infection prevention and control practice throughout the performance of duties and in accordance with Helen and Douglas House Infection Prevention and Control Policies and Procedures.
9. Comply with the requirements of the Disclosure and Barring Service Policy in relation to the undertaking of regular DBS checks, presentation of associated certificates, and immediate notification of any situation which may affect competence or professional registration.
10. Participate in personal training, development, appraisal, and attend all relevant training courses as required.

Job Description



11. Take part in service or departmental evaluation as required.
12. Embrace the volunteer culture which exists in the organisation

Professional and personal development

1. To attend regular supervision, individual and group sessions and participate in own appraisal process.
2. To attend staff development programmes, training courses, conferences and study days as deemed necessary and share any learning with the rest of the care team and organisation.
3. To be responsible for own personal and professional development, revalidation, and maintaining a portfolio in line with NMC guidelines.
4. To keep updated with developments and research-based practice within the scope of practice.
5. To ensure all mandatory and statutory training, competencies, and clinical skill training are up to date.

Key Technical Skills, Knowledge, Experience and Behaviours:

	Essential	Desirable
Education, training, and qualifications	- Registered children's nurse/AHP. - Mentorship or student supervisor/ assessor training	- PGcert in education or willing to undertake - Simulation training
Experience	- Experience of delivering training in a clinical setting - Experience in the role of the practice supervision/assessor - Ability to develop, write and implement competency documents - Experience of ensuring that training and educational opportunities are inclusive and sustainable. - Experience in delivering training on a one to one basis and in groups. - Experience in managing student placements and working closely with HEIs.	- Experience of developing and evaluating training programmes - Experience of working with children with complex and life limiting conditions, palliative and EOL care.
Skills	- Knowledge of quality assurance processes - Teaching and presentation skills. - Excellent interpersonal skills and the ability to communicate effectively orally and in writing.	- Writing of policy and procedures - Leadership experience

	• Evidence of advanced communication skills including proven ability in conflict management. • Good organisational and administration skills, including IT skills. • Ability to critically analyse research and evidence-based practice • Demonstrate ability to place patient and family at centre of care.	
	Essential	Desirable
Other	• Evidence of continual professional development and education • Knowledge of Professional accountability issues and scope of professional practice • Knowledge of the care needs of children with life limiting conditions • Knowledge of safeguarding. Health needs in a racially and culturally diverse population • Enthusiastic and highly self-motivated person. • A team player with the ability to use own initiative • Able to work within and uphold our the values of the organisation • A commitment to promoting equality of opportunity. • A commitment to ongoing personal and professional development. • Flexible approach to working hours • Current, full driving licence • Not on ISA Barred list from working with children/adults • Able to assess risk to maintain personal safety in a variety of settings • Good IT skills	Knowledge and understanding of learning styles and the needs of adult learners