



Role description

Post:	Practice Development Trainer
Location:	Home-based with ability to travel to UK based clients and to London for monthly staff meetings and other occasions as requested
Contract type:	Full-time
Contract length:	Permanent
Reports to:	Training Manager
Grade:	5
Line Manages:	N/A

Job Purpose:

The purpose of the role is to help local authorities, health and care providers, charities and faith groups to transform the care and support they provide and to improve outcomes for people in local communities through the provision of evidence-based learning and development activities.

The postholder will contribute to the development of appropriate learning and improvement resources and the delivery of a range of projects and training programmes to organisations across the country. They will work closely with colleagues to create a motivating and engaging learning environment for all professionals attending SCIE's courses and contribute to SCIE's success as a leading provider of CPD-accredited training and consultancy in health and social care. There will also be the opportunity to be involved in consultancy projects to improve quality, effectiveness, outcomes and experience of social care and safeguarding.

Main Duties

1. Planning, developing, delivering and facilitating face to face and virtual bespoke training to multiple stakeholders across the social care sector
2. Creating a stimulating, motivating and safe environment for delegates to develop new knowledge and skills to inform and improve their practice
3. Producing and updating learning materials and best practice guidance, ensuring all SCIE training products are engaging, innovative and have impact on the sector
4. Working with colleagues to deliver complex improvement and consultancy projects for clients in adults, mental health, health or children's social care.
5. Work collaboratively and flexibly, to design and undertake consultancy and improvement projects, including diagnostics, change management projects, organisational and practice reviews.
6. Developing and maintaining relationships in order to understand the communities, organisations and sector SCIE works with to develop new and relevant training offers and respond to opportunities
7. Leading on the delivery of commissioned work to time, within budget and to a high standard through project management involving teams of staff from both across SCIE and outside of it, using SCIE processes and systems
8. Ongoing evaluation and improvement of SCIE's training offer through obtaining and analysing feedback from attendees and researching and implementing new teaching methods
9. Working with commissioners, customers, the workforce, people with lived experience and carers to ensure that SCIE's learning resources are appropriate and useful
10. Representing SCIE in a range of training forums to collaborate on work, promote and disseminate SCIE's products and services, contribute to improved practice in social care through writing for publication, public speaking and the development of SCIE improvement resources
11. Keeping own professional expertise and knowledge on legislation, policies and practice up to date in order to make an informed contribution to the development of SCIE's offer to the sector
12. Communicating clearly and to a high standard to multiple audiences including senior leaders, practitioners, people who use services and members of the public

General responsibilities:

1. Embrace diversity and share in our commitment to equality of opportunity and to eliminating discrimination.
2. Have fun and challenge yourself at work, model the charity's values and abide by our policies and practices.
3. Show a clear commitment to working with people with lived experience in a sensitive and non-judgmental way to facilitate positive working relationships.
4. Work flexibly and positively contributing to good team working and the delivery of the SCIE's objectives through matrix working.
5. Other tasks as may be required, commensurate with the level of the post

General Comment

This job description describes the principal purpose and main elements of the job. It is a guide to the nature of the main duties as they currently exist but is not intended as a wholly comprehensive or permanent schedule of tasks.

PERSON SPECIFICATION

Essential:

1. A clear understanding of, and commitment to, equal opportunities and diversity (A)
2. Demonstrable experience of the development, evaluation and improvement of training materials and learning resources (A)
3. Demonstrable knowledge of either safeguarding or Care Act 2014 and how it is used in practice (A)
4. Excellent understanding of different teaching methods with the ability to adapt them to client needs (I)
5. Experience of establishing and maintaining effective, collaborative working relationships and supporting colleagues. (A)
6. Experience of managing a wide range of stakeholder relationships including with people who use services, their supporters and practitioners (A)
7. Excellent communications skills, with the ability to present to, and facilitate discussions, with a wide range of stakeholders, including senior leaders, managers, practitioners and people who use services and carers. (A)
8. Excellent written (to publication standard) communication skills and ability to write efficiently, in an accessible manner for the identified audience. (A)
9. Excellent project management skills and ability to prioritise a complex and demanding emergent and variable workload. (A)
10. Commitment to promote high standards of conduct, integrity and probity. (A)
11. Excellent budget management skills and ability to cost and bill for work in an accurate and timely manner. (A)
12. The ability to work effectively from home with experience of using ICT effectively (including Microsoft Office and project management systems and tools) and use data in accordance with GDPR principles. (A)

Desirable

- Demonstrable knowledge of the Mental Capacity Act 2005, DoLS and LPS
- Excellent understanding of strengths-based and person-centred approaches in social care
- An understanding of consultancy and change projects in local government, health, social care, and voluntary and community sector organisations.

Criteria marked as (A) will be considered at application and interview, with criteria marked as (I) are only considered at interview.