

Job Description

Job title	Lecturer Apprenticeship Support Link Tutor
School / department	College of Nursing, Midwifery and Healthcare (CNMH)
Grade	6
Line manager	Head of Practice Education
Responsible for	N/A

Main purpose of the job

The Apprenticeship Support Link Tutor (ASLT) will support apprentices and their mentors/practice supervisors/employers on a range of apprenticeship courses including, Nurse Degree, Nursing Associate and Assistant Practitioner.

The post holder will also lead on and/participate in/contribute to the delivery of teaching and learning within modules and/or courses, offered by the College of Nursing, Midwifery and Healthcare.

Key areas of responsibility

The Apprenticeship Support Link Tutor (ASLT) will support apprentices and their mentors/practice supervisors/employers on a range of apprenticeship courses including, Nurse Degree, Nursing Associate and Assistant Practitioner.

Apprentices will be based / undertake practice placements in a range of settings including hospital, mental health, GP practices, nursing homes and other community based healthcare services, across both London and Berkshire.

The ASLT will be key to ensuring compliance with both apprenticeship and professional body regulations.

The post holder will also lead on and/participate in/contribute to the delivery of teaching and learning within modules and/or courses, across a range of pre-registration, CPD and commercial healthcare courses offered by the College of Nursing, Midwifery and Healthcare.

As a member of the academic team, the post holder will assist in the development of the professional, academic, research and scholarly profile of the College of Nursing, Midwifery and Healthcare.

In addition to the above areas of responsibility, the position maybe required to undertake any other reasonable duties relating to the broad scope of the position.

Dimensions / back ground information

1. Assist organisations to identify learning and development resources which best meet the needs of the placement areas and learners on placement.
2. Contribute to the preparation and on-going development of mentors/supervisors to effectively support learners.
3. Support mentors/supervisors to make appropriate decisions when dealing with complex situations, such as making reasonable adjustments, under achievement of learners or fitness to practice.

4. Promote a partnership approach to audit and quality assurance of practice placements.
5. Contribute to feedback to the placement area and education provider following learner evaluation of their practice placement experience and provide staff with support to identify and address placement actions.
6. Work with mentors/supervisors/managers to enhance the learning experience of apprentices.
7. Work with apprentices in clinical environments supporting their learning and development.
8. Work with apprentices/mentors/supervisors/managers to record apprentice's progress and formulate learning and action plans as required.
9. Develop, deliver and contribute to teaching and learning activities across a range of pre-registration, CPD and commercial healthcare courses offered by the College of Nursing, Midwifery and Healthcare.
10. Develop high quality teaching and learning materials within modules/courses.
11. Deliver innovative teaching, learning and assessment strategies that enhance the student learning experience.
12. Support students through various courses, monitoring progression and supporting their key and academic skills development.
13. Work in partnership with course teams, clinical practice staff and their managers, and service users to deliver high quality modules/courses relevant to the needs of health service users and their carers/families/significant others.
14. Support and contribute to applied research, professional practice and other scholarly activity in support of the College's academic development programme
15. Take responsibility for ensuring own continuing academic and professional development within the field of simulated learning and clinical health care.
16. Active involvement in the recruitment and selection process of students and all others commensurate with the grade of lecturer.
17. Carry out necessary administrative responsibilities and participate fully in quality assurance processes within the University.
18. Undertake the PgCert Academic Practice (if no NMC teaching qualification) and if not already achieved and to register for higher study at the first opportunity (as relevant).

Person Specification

Criteria	Essential	Desirable
Qualifications and/or membership of professional bodies	<p>Degree in relevant subject e.g. Nursing or healthcare</p> <p>Further post registration study i.e. Pg Cert/Dip Research or willing to work towards</p> <p>Current registration with the NMC as an Adult Nurse</p>	<p>Masters Degree in relevant subject e.g. Nursing or healthcare.</p> <p>Teaching qualification recognised by the Nursing and Midwifery Council and HEA Fellow or willing to work towards</p> <p>A publication record, including experience of publishing articles in peer-reviewed journals</p>
Knowledge and experience	<p>Knowledge of current practice in teaching and learning in healthcare</p> <p>Knowledge of the use of evidence to support delivery of care</p> <p>Skills to work in a dynamic environment that can be challenging at times</p> <p>Experience in supporting and assessing learners undertaking a range of higher education healthcare courses</p> <p>Experience in assessing competence in practice and supporting mentors</p> <p>Demonstrable experience of supporting mentors in situations such as underachieving and challenging learners</p> <p>Experience of coaching and mentoring learners</p> <p>Knowledge of the NMC professional guidelines and standards</p> <p>Evidence of post qualifying continuing professional development (CPD)</p>	<p>Recent experience of working within a clinical setting</p> <p>Knowledge of Apprenticeship Standards</p> <p>Experience of undertaking research/project related activity</p> <p>Experience of working in a higher education environment/setting</p>
Specific skills to the job	<p>Excellent Interpersonal, facilitation and communication skills</p>	<p>Leadership management and enterprise activity</p>

	<p>Ability to create effective working relationships both inside and outside the organisation</p> <p>Up to date with current clinical healthcare practice</p> <p>Excellent team worker with an ability to motivate and inspire others</p> <p>Decision making</p> <p>Problem solving</p> <p>Sufficient resilience to manage conflicting demands and tight time scales</p> <p>Excellent time management, prioritising and organisational skills</p>	
General skills	<p>Attention to detail and produce a good quality of written and oral reports</p> <p>Good organisational and time management skills</p>	
Other	<p>IT skills</p> <p>Post holder will be required to work on CNMH and Trust sites (London and Berkshire)</p> <p>Ability to meet the travel requirement of the post and have access to own transport</p>	<p>Use of Virtual learning environment e.g. Blackboard</p>
Disclosure and Barring Scheme	<p>This post requires an enhanced DBS check</p>	

Essential Criteria are those, without which, a candidate would not be able to do the job. Applicants who have not clearly demonstrated in their application that they possess the essential requirements will normally be rejected at the shortlisting stage.

Desirable Criteria are those that would be useful for the post holder to possess and will be considered when more than one applicant meets the essential requirements.