

SHEFFIELD CHILDREN'S NHS FOUNDATION TRUST

JOB DESCRIPTION

1. JOB IDENTIFICATION

Job Title: CAMHS Learning and Workforce Development Trainer

Department: CAMHS - CWAMH

Responsible to: CAMHS Training & Workforce Development Coordinator

Accountable to: Inpatient CAMHS Service Manager

Band: 6

2. JOB PURPOSE

1. Assisting the CAMHS T&WDC to support the management of training and workforce development in the division and amongst City Wide colleagues
2. Contribute to reviewing and developing of training and education programmes
3. Deliver training and education programmes
4. Contribute to the provision of a comprehensive learning and development strategy ensuring it is designed to build capacity and capability.
5. Work directly with divisional teams and individuals to ensure practice is of the highest standard

3. MAIN DUTIES/RESPONSIBILITIES

Clinical/Professional

- Assist the CAMHS T&WDC in the promotion and understanding of children and young people with mental health problems and their families.
- Maintain own knowledge and awareness of clinical practice developments with the CAMHS speciality
- Maintain own professional and clinical practice standards in keeping with relevant professional guidance and service development needs.
- Provide supervision coaching and mentoring to colleagues and assist in the facilitation of a reflective culture within the division
- Act as a role model and coach members of staff on a one-to-one basis to promote and effect organisational development and change for the benefit of patients and the service.
- Build excellent relationships with a wide range of clinical and non-clinical staff in relation to learning and development initiatives and programmes.
- Take responsibility for own learning and development by recognizing and taking advantage of all opportunities to learn, including full participation in development review, supervision, action learning and by maintaining a professional/personal portfolio of learning
- Participate in team, professional and personal development activities and promote a

commitment to continuous professional development and improvement.

Training

- Assist in planning and implementing training programmes to meet identified needs.
- Contribute to the development of a range of training packages/materials, including verbal, written and electronic to assist in the delivery of teaching and training.
- Present, facilitate and ensure the effective delivery of training programmes internal and city-wide
- Facilitate the development of skills & knowledge of colleagues internal and city-wide
- Work collaboratively across organisational boundaries to support and facilitate workforce development.
- Ensure the involvement of children, young people, parents and carers in the development and delivery of CAMHS training
- Train within the "train the trainer" scheme for specific interventions, e.g., moving and handling, NG management and citing
- Work with managers to develop bespoke interventions for their team / individuals
- In conjunction with the CAMHS T&WDC, produce effective training needs analysis and evaluation reports on training and development activity and its effectiveness
- Deliver presentations and facilitate meetings and workshops and demonstrate the ability to impart specialised knowledge to a wide range of audiences in relation to learning and development

Research & Development

- Participate in audits, surveys, and evaluations of relevant training activity and put forward ideas for improvement
- Contribute to data collection that informs education and training.
- Utilise research to ensure training programmes are up to date and meet identified needs
- Contribute to raising the awareness of research and audit across disciplines and throughout the Trust promoting evidence-based practice

Reporting and Analysis

- Assist in the evaluation on initiatives within designated work streams to ensure that they are fit for purpose.
- Assist in audit and research activity as required.
- Assist in ensuring training programmes are designed, with a robust evidence base.
- Contribute to regular progress reports on learning and development activities and compliance.
- Take a role in small scale projects e.g. monitoring of actions following feedback from staff surveys which would include and the facilitation of a variety of training and workforce developments
- Undertake information gathering to inform projects utilising the knowledge gained to inform educational and training practice.

Organisational Advancement

- Contribute to the submission of funding applications
- Assist in the assessment and review of current city-wide, regional and national CAMHS knowledge and skills needs and contribute to the development packages and products which will meet them and can be marketed for sale.

Organisational Responsibilities

- Be aware of risk management and health and safety in the workplace and respond to any issues.
- Ensure that the Sheffield Children's NHS Trust policies and procedures are adhered to
- Have effective working relationships with colleagues

- Assist in policy development in relation to induction and learning and workforce development.
- Promote learning and development opportunities and communicate the work of the team to staff within the division through other appropriate means, such as updating divisional managers' meetings and awareness-raising.

4. SCOPE AND RANGE

Training

- Assist in the review, design, and deliver training to internal and city-wide colleagues
- Team and 1 to1 working / training with divisional colleagues

Key Relationships

Internal -

- Divisional colleagues
- Lodge/Team Managers
- Service Managers
- Trust L&OD dept

External -

- City-wide multi agency colleagues

5. ORGANISATIONAL POSITION

**Inpatient CAMHS
Service Manager**

**Service Delivery
Manager**

**Training and Workforce
Development Co-ordinator – B7**

Post Holder – B6

6. JOB DESCRIPTION AGREEMENT

Job Holder's Signature:

Manager's Signature:

Date:

Date:

TRUST VALUES

Our Values express what it is like to work in our organisation and our employees should make these a part of everything we do.

Keeping children, young people and families at the heart of what we do

Compassion

- We are led by kindness for all – for our patients, their families and our colleagues
- We will show empathy and understanding, treating everyone with dignity and courtesy
- We will respect each other and those we care for

Accountability

- We always strive to do the right thing
- We own responsibility for our successes, failures and understand where we need to improve
- We will create a supportive working environment where everyone takes responsibility for their own actions

Respect

- We value differences and treat everyone fairly and consistently
- We will actively tackle inequality and will foster a culture of inclusion

Excellence

- We will seek to improve the way we work and deliver a high quality standard of care
- We will be open to new ideas, through innovation, partnership, research and education locally, nationally and internationally

Together we care

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PERSON SPECIFICATION – CAMHS Learning and Workforce Development Trainer

Assessment Criteria	Essential	Desirable	How assessed
Qualifications and Training	<ul style="list-style-type: none"> • Educated to degree level or relevant equivalent experience • Evidence of continuous professional development • Teaching/Training qualification or willing to work towards, or equivalent experience • Is registered with a recognised body e.g. NMC, HCPC, Social Work England, BABCP, BPS 		AF
Experience	<ul style="list-style-type: none"> • Experience of delivering training • Experience of working across agencies • Experience of developing training packages 	<ul style="list-style-type: none"> • Multi agency working • Experience of working autonomously • Implementing education and training strategies • Experience post qualification/registration working in CAMHS 	AF/In/P/REF
Knowledge and Skills			AF/In/P/REF

HR Use only
AFC code:

	<ul style="list-style-type: none"> • Planning and organisational skills • Well-developed communication skills • Proficient all round IT Skills (including Word, Excel, Powerpoint) • Proficient facilitation and training delivery skills 	<ul style="list-style-type: none"> • A broad range of therapeutic approaches to treatment • Negotiating/influencing skills • Ability to teach and train a broad range of multi-agency colleagues 	
Personal Attributes	<ul style="list-style-type: none"> • Motivated and enthusiastic • Problem solver • Solution focused 	<ul style="list-style-type: none"> • Empowering 	In/REF
Demonstrates Trust Values	Compassion, Accountability, Respect and Excellence.		In/REF

Key for How Assessed: AF = Application form, In = Interview, P = Presentation, T = Test, REF= Reference