



## JOB SUMMARY – Educational Development Facilitator (Practice Educator) – East Region

### **1. Medical Directorate - Pharmacy**

The Medical Directorate is responsible to the NES Board and through the Board to Scottish NHS Education for Scotland (NES) is a Special Health Board whose mission is to contribute to the highest quality of healthcare throughout NHS Scotland by promoting best practice in the education and life-long learning of all staff

The Pharmacy team within NES is responsible through the Executive Medical Director to the NES Board and through the Board to Scottish Government for the commissioning and delivery of postgraduate pharmacy education in Scotland. This training is delivered in community-based practices and health boards to standards set by the General Pharmaceutical Council (GPhC).

The Postgraduate Pharmacy Dean provides leadership, management and advice to the Medical Director and NES Board on all pharmacy educational matters and has an impact on every pharmacist working in Scotland, through the CPD framework, and hence ultimately impacts on patient care.

The pharmacy budget is in the order of £11 million (plus additional SGHD non-recurring monies) with a staff of approximately 38 including Postgraduate Pharmacy Dean, 3 Associate Postgraduate Pharmacy Deans, Principal Leads for Educational Development, a National Coordinator for Pharmacy Technician Education, Regional Practice Education Coordinators, Senior Educators, Business Manager, Pharmacy Team Manager and supporting staff. In addition, there is a postgraduate tutor network commissioned and coordinated to administer direct and open learning.

The Pharmacy Directorate is responsible for the education, training and workforce development for ~4500 pharmacists and ~2000 pharmacy technicians in Scotland in addition to ~ 215 Preregistration Pharmacy Trainees. Pharmacy education and educational evaluation/research are important functions of the NES Pharmacy function to support CPD and workforce development for the profession in Scotland in line with the Scottish Government strategy 'Achieving Excellence in Pharmaceutical Care'.

## **2. Job Role**

The opportunity is designed for a pharmacist in the AfC Band level 7 who has an interest in educational delivery and initiatives as well as educational evaluation/research to expand their experience at both regional and national level. The part-time nature of the post will allow you time to continue to develop your current skills in practice while undertaking a tailored programme of training and experience in relation to pharmacy education. This will involve being attached to NES (within the East Region) while working on key initiatives in relation to the PRPS, VTS and Independent Prescribing/Clinical skills workstreams.

## **3. Key Tasks**

You will be seconded to NES (from one of the 3 East Region Health Boards, NHS Lothian, NHS Borders, NHS Fife) and work within the East region in support and coordination of key initiatives in relation to:

- Foundation Training Year (FTY) (previously Pre-Registration Pharmacy Scheme, PRPS)
- NES Post-registration Foundation Programme for newly qualified pharmacists
- National Pharmacist Prescribing and GPCP training.

## **STRUCTURE OF THE POST:**

*The role has four components:*

- **Current practice component (CURRENT PRACTICE)** – we assume that the EDF will retain a base of work within their current pharmacy practice (preferably within a clinical pharmacy environment) to maintain and develop their skills, given the part time nature of the opportunity.
- **Educational component (NES)** – we expect the EDF to gain experience in local, regional and national educational delivery and quality management. The EDF will be expected to join in the review and teaching of trainees as well as tutors at various levels of training.
- **Educational evaluation/ research (NES)** – we expect the EDF to be involved in any appropriate educational evaluations/research within the East Region.



## BAND 7 Educational Lead or Practice Educator (PCC)

**Essential Criteria** – these are attributes without which a candidate would not be able to undertake the full remit of the role. Applicants who do not clearly demonstrate in their application that they possess the essential requirements will normally be eliminated at the short listing stage.

**Desirable Criteria** – these are attributes which would be useful for the candidate to hold. When short listing, these criteria will be considered when more than one applicant meets the essential criteria.

**Means of Assessment** – please note that candidates invited for interview will be notified if there will be a requirement to undertake a test or presentation. These additional assessments may be used to judge one or more criteria within the factor.

Factors	Essential	Desirable	Means of Assessment
<b>Key Leadership Behaviours</b>	<ul style="list-style-type: none"> <li>Adaptive</li> <li>Collaborative</li> <li>Empowering</li> <li>Engaged and Engaging</li> <li>Inspiring</li> </ul>		Application & Interview
<b>Education and Professional Qualifications</b>	<ul style="list-style-type: none"> <li>Qualified to Masters Degree level or equivalent</li> <li>Post holder must be a registered member of the body relevant to their area of expertise</li> </ul>		Application & Pre-Employment checks
<b>Additional specific qualifications required for role</b>	<ul style="list-style-type: none"> <li>Qualified and active pharmacist</li> <li>Registered with the General Pharmaceutical Council</li> </ul>	<ul style="list-style-type: none"> <li>Prescribing Qualification</li> </ul>	Application & Pre-Employment checks
<b>Experience/Training (including research if appropriate)</b>	<ul style="list-style-type: none"> <li>Experience within an education role</li> <li>Relevant experience within their area of expertise</li> <li>Proven experience of management and delivering training and Education in their area of expertise</li> <li>Knowledge of the healthcare professional regulatory framework for relevant specialist area</li> <li>Proven team player</li> </ul>		Application & Interview

<b>Additional specific experience/training required for role</b>	<ul style="list-style-type: none"> <li>• An appropriate range of previous experience in delivery of pharmaceutical care either within hospital or community pharmacy services.</li> </ul>		Application & Interview
<b>Specific Skills and Knowledge</b>	<ul style="list-style-type: none"> <li>• Leadership communication and interpersonal skills</li> <li>• Presentation skills,</li> <li>• Excellent IT skills,</li> <li>• Excellent organisational skills,</li> <li>• Administrative and interpersonal skills,</li> <li>• Ability to proactively identify new initiatives, justifying and implementing them as circumstances demand</li> </ul>		Application & Interview
<b>Additional specific experience/training required for role</b>	<ul style="list-style-type: none"> <li>• Able to commit to travel requirements across the East Region (The post for the East Region must be filled by secondment from NHS Lothian or NHS Borders or NHS Fife)</li> </ul>		Application & Interview

# Leadership Behaviours

NHS Education for Scotland (NES) assesses and selects employees based on our leadership behaviours which are expected at all levels in the organisations. These leadership behaviours support the NES ways of working and NHS Scotland values.

These leadership behaviours describe how we work, and what is expected of everyone who works in NES. A number of methods may be used to assess these behaviours as part of our recruitment and selection processes. Our leadership behaviours are:





## CONDITIONS OF SERVICE

<b>TITLE:</b>	Education Development Facilitator (Practice Educator) - East Region	<b>LOCATION:</b>	Edinburgh or Glasgow
<b>REPORTING TO:</b>	Principal Lead		
<b>GRADE:</b>	Agenda for Change Band 7	<b>SALARY SCALE:</b>	£39,693 to £46,467 pro-rata per annum
<b>HOURS AND DAYS OF WORK:</b>	Part time, 7.5 hours per week. Based on a normal working week of 37.5 hours. Office opening hours are 0700 to 1900		
<b>JOB STATUS:</b>	Secondment opportunity until March 2022*	<b>NOTICE PERIOD:</b>	4 weeks
<i>*For NHS employees considering this post, please note that appointments will only be considered on a secondment or SLA basis, in the first instance</i>			
<b>ANNUAL HOLIDAYS:</b>	27 days rising to 29 days after 5 years service, rising to 33 days after 10 years service	<b>PUBLIC HOLIDAY</b>	8 local/ Public Holidays per annum
<b>REHABILITATION OF OFFENDERS CLASSIFICATION:</b>	The 'exemption' status of posts within NES may change in the future and all successful candidates should be aware that they may be asked to obtain a further Disclosure from Disclosure Scotland at a later date, should a post's status change, or if they are transferred or promoted into a post that is exempt.		

### SUPERANNUATION:

Please note under changes to workplace pension arrangements introduced by the UK Government, NHS Education for Scotland along with other employers requires to ensure all staff are automatically enrolled in a pension scheme. Consequently, all new starts from 1 October 2013 will be automatically enrolled into the NHS Superannuation Scheme (Scotland). Contributions are based on whole time pensionable earnings as set out in the table below;

Employee contribution rates 2020/2021		
Tier	Annual Pensionable Pay (Full Time Equivalent)	Contribution
1	Up to £18,936	5.2%
2	£18,937 to £23,228	5.8%
3	£23,229 to £28,891	7.3%
4	£28,892 to £56,266	9.5%
5	£56,267 to £79,801	12.7%
6	£79,802 to £117,960	13.7%
7	£117,961 and above	14.7%

Sessional workers who work more than 10 sessions per week under NHS condition may be unable to contribute further to the superannuation scheme.

*The conditions above are for information purposes only and may be subject to variation. They do not form the basis of a legal contract.*