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JOB DESCRIPTION

Job Title:	Senior Lecturer – Interprofessional Clinical Placement Co-ordinator
School:	Cardiff School of Sport and Health Sciences
Location:	Llandaff Campus
Grade:	8AB
Hours:	7.4 hours per week
Salary:	£51,283 - £59,421 per annum pro rata
Accountable to:	Academic Team Lead - Healthcare

Role Summary: The interprofessional clinical placement co-ordinator will provide support for the innovative design and implementation of clinical interprofessional placements for commissioned healthcare programmes. The postholder will coordinate the HEIW requirement for 150 hours of interprofessional clinical placements and associated clinical learning opportunities across the Speech and Language Therapy, Podiatry, Healthcare Science, and Human Nutrition and Dietetics programmes. The postholder will facilitate collaborative partnerships with health boards, local authorities, and other external organisations to ensure appropriate provision of interprofessional clinical placements for students enrolled on the commissioned healthcare programmes. The postholder will have strong organisational skills and networking abilities with the ability to problem solve and work collaboratively and sensitively with the IPE Lead, Placement Tutors, Placement Office, and NHS Placement Coordinators.



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ROLE PROFILE

The postholder will lead the co-ordination of off campus interprofessional placement provision and will support the innovative developments for on campus clinical interprofessional learning opportunities

- Lead on the co-ordination of the interprofessional clinical education strategy for students during off campus clinical placements
- Communicate with external stakeholders to explore the scope of interprofessional clinical placement provision for commissioned healthcare students
- Work collaboratively with external stakeholders to support interprofessional clinical placement provision to explore innovative modes of placement delivery such as digital/blended placements, long arm placement models, and project-based placements
- Provide support for IPE Lead in the development of the interprofessional clinical placement education strategy for students during campus-based activity
- Liaise with the IPE Lead and placement tutors from commissioned healthcare programme teams to support innovative approaches to on campus interprofessional clinical placements
- Work collaboratively with university student services and the well-being team to lead on reasonable adjustment for interprofessional clinical placements
- Coordinate feedback from student evaluations in relation to interprofessional practice placements, and dissemination of that information.

Teaching and learning support

- Support the development of and integrate a range of interprofessional clinical placement education activities at various levels of study.
- Review on a regular basis clinical interprofessional placement education activity and associated materials, updating when required.
- Support the development of and integrate appropriate approaches to the delivery of interprofessional clinical placement activity and material which create interest, understanding and enthusiasm amongst students.
- Ensure that design and delivery of clinical interprofessional placement education complies with the quality standards and regulations of the university, the school, and the PSRB's.

Research and scholarship

- Engage in pedagogic and practitioner research and other scholarly activities.
- Contribute to the development of teaching and learning strategies, with particular emphasis on interprofessional clinical placements.
- Work in conjunction with others to apply subject knowledge to practice

Communication

- Disseminate conceptual and complex ideas to a wide variety of audiences.

Liaison and networking

- Support the IPE Lead to develop external networks.
- Provide professional advice e.g. act as interprofessional clinical placement advisor.
- Lead and develop external interprofessional placement networks for example with other HEI's and our partner HEI Wrexham Glyndwr University. Develop links with external contacts such as other educational bodies, employers, and professional bodies to foster collaboration.

Managing people

- Provide interprofessional clinical leadership to those working within programme areas.
- Contributing to the development of teams and individuals.
- Act as a personal mentor to peers and colleagues.
- Resolve problems affecting the quality of interprofessional clinical placement delivery and student progress within own areas of responsibility, referring more serious matters to others, as appropriate.
- Supporting the IPE Lead through pedagogy /research activity.

Teamwork

- Help to support teams within areas of responsibility.
- Help to ensure that teams within the school work together.
- Participate to help resolve conflicts within and between teams.

Pastoral care

- Responsible for dealing with referred issues for students within clinical interprofessional placements

Initiative, problem-solving and decision-making

- Resolve problems affecting the delivery of interprofessional clinical placements and in accordance with regulations.
- Make decisions regarding the operational aspects of interprofessional clinical placements.

e.g. Monitor student progress and retention.

e.g. Provide advice on issues such as ensuring the adequate balance of interprofessional clinical placements.

e.g. Spotting opportunities for strategic development of new areas of activity and contributing to the development of such ideas.

Planning and managing resources

- Responsible for the organisation of interprofessional clinical placements.
- Contribute through the teams within which you are a member of to the overall management of the interprofessional clinical placement provision.
- Lead in setting standards and monitoring progress against agreed criteria for interprofessional clinical placements.
- Be involved through various routes in academic teams strategic planning and contribute to the Institution's strategic planning processes.
- Be responsible for quality, audit, and other external assessments for interprofessional clinical placements.

Sensory, physical, and emotional demands.

- Balance the pressures of teaching, planning, and administrative demands and competing deadlines.

Work environment

- Within the context of Cardiff Metropolitan University's H&S Policy depending on area of work (e.g. simulation suites, workshops, clinics) may be expected to take responsibility for conducting risk assessments and reducing hazards.

Expertise

- In-depth understanding of clinical interprofessional education and placement models to enable the development of new knowledge and innovation within the field

Standard Notification

These guidelines are provided to assist you in the performance of your role. The university is a dynamic organisation; therefore changes may be required from time to time. Any changes will be made in consultation with the post-holder. The Summary of Duties and Responsibilities is not intended to be an exhaustive list of tasks performed. Other associated tasks are likely to be performed as directed by the line manager.

The University is committed to the highest ethical and professional standards of conduct. Therefore, all employees are expected to have due regard for the impact of their personal behaviour and conduct on the University, students, colleagues, business stakeholders and our community. Each employee must demonstrate adherence to our Code of Professional Conduct. In addition, all employees should have particular regard for their responsibilities under Cardiff Metropolitan University's Equalities, Financial, Environmental and Sustainability, People Services and Health and Safety policies and procedures.



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PERSON SPECIFICATION

Post: Senior Lecturer – Interprofessional Clinical Placement Co-ordinator

Unit/School: Cardiff School of Sport and Health Sciences

***Key**

- A - Application form
- I - Interview
- T -Test

FACTORS	ESSENTIAL AND DESIRABLE CRITERIA	ASSESSED BY		
		A*	I*	T*
Education and Qualifications (Essential)	Masters level study or equivalent.	✓		
	Ability to undertake a doctoral level qualification (as applicable).	✓		
	Ability to achieve Fellow Status as part of the Higher Education Academy’s Professional Recognition scheme, within agreed timescales (as soon as is practicably possible and definitely within three years of commencement of employment).	✓	✓	
	Membership of Health Care Professions Council (HCPC).	✓		
Education and Qualifications (Desirable)	Fellow Status as part of the Higher Education Academy’s Professional Recognition scheme.	✓		

Knowledge (Essential)	A good level of knowledge relevant to the subject area.	✓	✓	
	Evidence of undertaking continuous professional development (CPD).	✓	✓	
	A sound understanding of pedagogy with relation to clinical education.	✓	✓	
	A sound understanding of interprofessional placement models.	✓	✓	
	A sound understanding of the role of innovation and technology in clinical practice and how this can be applied to interprofessional placement activity	✓	✓	
Knowledge (Desirable)	Understanding of the role of the academic as a mentor / role model for professional leadership and behaviours	✓	✓	

Skills and Abilities Relating to Role (Essential)	Ability to demonstrate creativity towards interprofessional learning opportunities and support for others.	✓	✓	
	Ability to design learning material that can be applied to interprofessional placement activity.	✓	✓	
	Ability to employ appropriate evaluation methods.	✓	✓	
	Ability to undertake administrative duties in an accurate and timely fashion.	✓	✓	
	Ability to plan external and internal interprofessional placement opportunities and activities and manage resources effectively.	✓	✓	
	Ability to identify areas for improvement and to use initiative and problem-solving skills to enhance interprofessional placement provision.	✓		
	Ability to take responsibility for the facilitation of collaborative partnerships with health boards, local authorities, and other external organisations to ensure appropriate provision of interprofessional clinical placements.	✓	✓	
	Ability to communicate and disseminate complex and conceptual ideas in a variety of ways – presentations, reports, learning materials, results of scholarly activity, feedback etc.	✓	✓	
	Ability to develop productive working relationships as part of an interprofessional placement team.	✓	✓	
	Ability to work collaboratively through the development of appropriate interprofessional placement partnerships.		✓	
Skills and Abilities Relating to Role (Desirable)	Ability to demonstrate knowledge and clinical application in simulated scenarios	✓		

Experience Paid/Unpaid (Essential)	<p>Experience in placement co-ordination in a professional context, and creativity in developing learning opportunities and support for others</p> <p>Experience of teaching/scholarly activity or equivalent.</p> <p>Experience of growing working partnerships with external stakeholders.</p> <p>Experience of working with others in a supervisory/guiding/supporting/mentoring capacity.</p>	✓ ✓	✓ ✓	
Experience Paid/Unpaid (Desirable)	<p>Experience of teaching and scholarship in Higher Education.</p>	✓		
Other Requirements (Essential)	<p>Ability to risk assess and implement policy/strategy in relation to Equality and Diversity, Health and Safety, Quality Standards for interprofessional placement activity.</p>	✓	✓	
Other Requirements (Desirable)				
Welsh Language Skills (Desirable) Listening	<p>Listening A1 – Beginner Can understand and use familiar everyday expressions and very basic phrases in Welsh.</p>	✓		
Welsh Language Skills (Desirable) Reading	<p>Reading A1 – Beginner Can understand and use familiar everyday expressions and very basic phrases in Welsh.</p>	✓		
Welsh Language Skills (Desirable) Speaking	<p>Speaking A1 – Beginner Can understand and use familiar everyday expressions and very basic phrases in Welsh.</p>	✓		

Welsh Language Skills (Desirable) Writing	Writing A1 – Beginner Can understand and use familiar everyday expressions and very basic phrases in Welsh.	✓		
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