

Job Description

East of England Deep End Practice Manager Lead

Job Summary:

Key objectives:

- Facilitate high standards of educational support within the General Practice workforce across the East of England (EoE).
- Increase capacity and quality of learning opportunities within General Practice for GP trainees, Nurses, Allied Health professionals (AHPs), Physician Associates (PAs), Pharmacists, and Nursing Associates (NAs).
- Develop new educators to ease entry into the specialism.
- Develop networks across the region to support practitioners through educator training and assist more practices in areas of High deprivation into becoming recognised training practices to support learning in all fields of practice.

You will:

- Be a Practice Manager with experience of the educator process within HEE. You will work closely with the Primary Care Network (PCN) chairs and colleagues in practice manager roles across the systems.
- You will be work closely with the GP and AP who are working with clinicians in the same areas to increase educator and placement capacity.

Other expectations:

- Have awareness and promote the educator role and the benefits for patients and the General Practice team; ensuring potential candidates and their Practice Managers/line managers are aware of course commitments.
- Work to increase the number of practices in areas of high deprivation, offering placements to all learners. This includes: GP trainees, AP trainees and, post and undergraduate professionals.
- Develop a process for the region and/or share existing good practice so that potential educators have correct and necessary entry requirements prior to their application.
- Support Practice Managers in General Practice with the application processes of learning approvals, to enhance placement experience, and expand placement availability within the local PCN. This will be undertaken in co-ordination with the Placement Strategy Lead and Placement Expansion Leads in each ICS, and the general placement lead in each ICS.
- Use existing models of virtual placements and/or adapt current models to provide an innovative placement.

- To increase the number of practices in areas of high deprivation offering placements to all learners: GP trainees, AP trainees; post and undergraduate professionals.
- Support the Primary Care THs to enable and facilitate the pipeline for new learners, both through internal and external recruitment and working with HEIs for undergraduate learners.
- Sharing good practice and development of resources to support the recruitment and training process for educators.
- Support Practice managers in General Practice with the application processes of learning approvals to enhance placement experience and expand the number of clinical placements available within the local PCN. This will be undertaken in co-ordination with the Expansion Leads, Placement Strategy Lead, Placement Expansion Leads in each ICS, and the general placement lead in each ICS.

Key Responsibilities:

- Work in partnership with THs, with a specific focus on practices within areas of high deprivation, as identified by HEE.
- Work alongside local ICS based THs, which already have teams working on placement capacity, therefore fostering excellent working relationships with key stakeholders to ensure smooth transition for new educators.
- Encourage the development of practice placements to increase the multi-professional learner profile across primary care.
- Signpost potential educators to the training of educators and offer ongoing and pre-emptive support to ensure completion of training.
- Signpost Practice Managers to the approval process of learning organisations and support with pre-emptive actions with their applications.
- Support new PCNs, Practice managers and educators with their development and smooth transition into General Practice, by facilitation of multi-professional educator support groups as below.
- Identify and support the PCNs to develop their workforce plan which includes education at the heart.
- Develop communication networks with THs, practice managers, practice placement areas, HEIs, Placement Strategy lead and Placement Expansion leads across the 6 ICSs in EoE.
- A desire to improve the care of our patients.
- Confidence and experience in supporting the Primary Care workforce and potential educators in a challenging landscape along with the ability to work autonomously and within a team across the EoE are essential.

Person Specifications:

Attributes	Essentials	Desirable	Method of assessment
Qualifications	Extensive experience working in primary care/General Practice Membership of a training PCN	Degree Leadership Training / Qualification. Teaching Qualification	Application Form Pre employment checks Interview References
Experience	Experience of teaching and assessing learners in practice	Experience of leading, motivating, and developing others.	Application Form Interview References
Aptitude and Abilities	Excellent leadership and interpersonal skills Excellent communication skills – verbal and written		Interview References
Values	Support the values and behaviours of HEE Caring and compassionate		Application Form Interview References
Other	An effective decision-maker Committed to General Practice Education Knowledge of strategic developments within General Practice Committed to multi-professional teamwork		Application Form Interview References