

JOB DESCRIPTION

JOB DETAILS	
Job Title	Practice Education and Retention Midwife
Reports to	Deputy Head of Midwifery and Gynaecology
Band	Band 7
Department/Directorate	Child and Women's Health /Specialist Services

JOB PURPOSE
<p>The aim of this role is to provide individualised support in clinical areas for preceptorship midwives, return to practice learners and early career midwives to enhance their experience of work.</p> <p>The postholder will work closely with the Clinical Practice Facilitation midwives and Lead Midwife for Education to enhance the experience of work and promote retention in the maternity workforce</p> <p>The postholder will offer individualised supportive interventions, including learning, career advice and pastoral care.</p> <p>They will work with staff new to the Trust to ensure completion and return of staff induction and training documentation.</p> <p>The postholder will also be responsible for analysing interventions that support retention of midwives as well as developing initiatives to support and encourage recruitment and retention</p> <p>To work collaboratively with the Professional Midwifery Advocates to support the wellbeing needs associated with retention of staff</p> <p>To lead by example and empower staff in their personal and professional development in order to improve patient care</p>

KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES
<ul style="list-style-type: none"> • Provide individualised support in a clinical environment for preceptorship midwives, return to practice learners and early career midwives • Provide, or signpost to resources that will promote job satisfaction and retention including those related to pastoral care, learning support and career development • Develop innovative solutions to enhance the approaches taken to support staff and improve retention • Assimilate and analyse local data, research and intelligence to target interventions • Work in collaboration with the Devon Local Maternity and Neonatal system as well as the regional retention teams to inform and evaluate the national retention offer • Facilitate the development of Midwife- Led quality improvement initiatives to promote a safe and effective culture • Work autonomously to optimise the learning environment within the clinical area by ensuring good induction processes for all.

- Monitor the impact of interventions on a range of staff experience indicators including turnover and vacancy rates

KEY WORKING RELATIONSHIPS

Areas of Responsibility: To provide clinical educational support to midwifery staff

No. of Staff reporting to this role: Between 3-5

The post holder is required to deal effectively with staff of all levels throughout the Trust as and when they encounter on a day-to-day basis

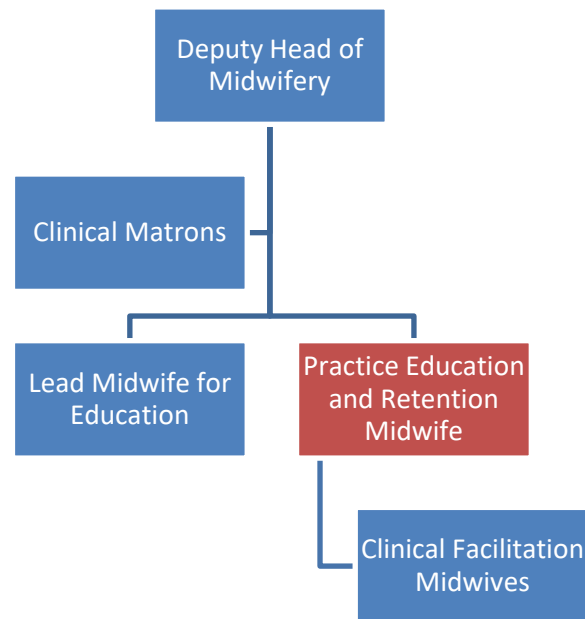
In addition, the post holder will deal with the wider healthcare community, external organisations and the public.

This will include verbal, written and electronic media.

Of particular importance are working relationships with:

Internal to the Trust	External to the Trust
<ul style="list-style-type: none"> • Head of Midwifery /ADN of Nursing • Deputy Head of Midwifery and Gynaecology • Lead Midwife for education • Clinical Matrons Maternity • ClinicalMidwiferyManagers/Specialist Midwives • Talent and Learning team • Trust Practice development team • Professional Midwifery Advocates • Obstetric and Anaesthetic colleagues • Midwives • Maternity support staff 	<ul style="list-style-type: none"> • LMNS • Regional/National Maternity team • HEE

ORGANISATIONAL CHART



FREEDOM TO ACT

- Work within occupational policies and guidelines to identify and implement innovative solutions to enhance programme outcomes and invigorate approaches that have demonstrated value and impact in the past and monitor impact of interventions implemented
- Regularly review the preceptorship programme and documentation to enhance the experience of newly registered midwives
- Act as a lead specialist in Practice education. Lead on retention plans for staff.

COMMUNICATION/RELATIONSHIP SKILLS

- Ensure effective communication on complex issues and develop proactive working relationships between key stakeholders such as HEE, LMNS and midwifery programme providers from HEI as required and work as an integral part of the midwifery clinical practice education team
- Link in with year 3 students during their training to discuss the transition from student to newly qualified practitioner, preceptorship programme and employment opportunities at the Trust
- In collaboration with the Lead Midwife for Education develop appropriate strategies and provide a well-structured orientation and training programme to support and meet the needs of students transitioning to newly registered midwives. Ensure they dovetail with the needs of staff and clinical risk priorities
- To work as part of the midwifery education team supporting colleagues with other midwifery priorities as guided by the Deputy Head of Midwifery and Maternity Senior Team
- Support all team leaders and clinical practice educators to maintain a positive learning environment for all staff and learners

- To work collaboratively and with sensitivity with the Professional Midwifery Advocates to support the wellbeing needs associated with retention of staff in an environment that is highly pressurised Present and demonstrate highly skilled ability in order to teach complex extended clinical skills (Epidural, suturing. IV) to groups of students/preceptees.

ANALYTICAL/JUDGEMENTAL SKILLS

- Collate and analyse local data to evaluate activity and produce reports around newly registered midwives practice learning experience and retention
- Regularly review the preceptorship programme and documentation to enhance the experience of newly registered midwives
- Learn from positive practice examples, sharing this information within the maternity service and externally across the Trust, LMNS and region
- Actively participate in practice placement audits and provide support for practice areas as required to review and implement action plans
- Analyse interventions that support retention of midwives which may be complex and not straight forward. Collate and analyse local data to evaluate activity and produce reports around newly registered midwives practice learning experience and retention. To present complex facts or situations requiring interpretation; analysis; comparison of options in report format

PLANNING/ORGANISATIONAL SKILLS

- Work collaboratively with the regional and national retention teams to inform and evaluate national retention offer for midwives.
- Plan and organise complex activities or programmes that support the agenda on a long term basis
- Work with the midwifery education team to facilitate and support clinical and educational programmes for all preceptees within the first year of qualification.
- Share best practice examples across the Trust, through system and regional working
- Professionally accountable and responsible for assessing skill mix and team structure and implementing changes on a short term basis in working practices accordingly to ensure that care processes and systems support the delivery of high-quality women and family focused care

PATIENT/CLIENT CARE

- Provides specialist/ best practice advice to all staff members in relation to safe clinical practice and governance processes.
- Provides advice and practical guidance to newly qualified midwives and learners that will contribute to the care of woman using the service.

- Able to demonstrate professional clinical expertise and knowledge and provide these skills to women receiving care
- Working across all areas of the maternity services act as a visible resource of support and advice for newly registered midwives and learners in practice.
- Promote and practice evidence-based midwifery care
- To promote a personalised woman centred approach to care in collaboration with carers, relatives and relevant health care professionals

POLICY/SERVICE DEVELOPMENT

- Participates in the development of new and existing policies to improve clinical practice and education.
- To contribute to the development and implementation of policies and procedures relating to preceptorship, professional advocacy, and continuing professional development.
- Provide opportunities for staff to engage with and identify quality improvements for maternity retention

FINANCIAL/PHYSICAL RESOURCES

- Utilise the available financial resource to procure materials to support the education agenda
- Work in collaboration with the cluster triumvirate to articulate any gaps in resources that are required

HUMAN RESOURCES

- Participate in the selection and appointment of qualified midwives
- To line manage the Clinical Practice Facilitation midwives
- To conduct the annual appraisal of Clinical Practice Facilitation midwives including assessment of performance and development of Personal Development plans
- Delegate responsibility to develop others whilst being aware of the impact on women and colleagues when delegation is not appropriate
- Uses various methods available for training and teaching large groups of staff including PowerPoint presentations, eLearning, theory, face to face and virtual sessions

INFORMATION RESOURCES

- To produce quarterly reports around newly registered midwives practice learning experience and retention.

RESEARCH AND DEVELOPMENT

- Actively participate in placement audits and provide support for practice areas as required to review and implement action plans
- Conduct annual audits to support the education and maternity governance agenda as required

PHYSICAL SKILLS
<ul style="list-style-type: none"> Dexterity and accuracy required to demonstrate complex clinical skills and procedures on patients and to provide instructions for the learner to enable competence e.g., suturing, intravenous injections, syringe pumps and infusions, insertion of catheters. Advanced keyboard skills
PHYSICAL EFFORT
<ul style="list-style-type: none"> Occasional moderate effort for several short periods. Sitting or standing in a restricted position whilst supporting woman in labour
MENTAL EFFORT
<ul style="list-style-type: none"> Frequent concentration required for data analysis (turnover, vacancy data etc), writing reports and whilst carrying out clinical procedures. Frequently the work pattern will vary therefore skills of prioritisations are required.
EMOTIONAL EFFORT
Occasional exposure to distressing or emotional circumstances
WORKING CONDITIONS
Occasional highly unpleasant conditions (eg Smell, noise, dust, body fluids)
OTHER RESPONSIBILITIES
<p>Take part in regular performance appraisal.</p> <p>Contribute to midwifery manager on call as part of escalation rota</p> <p>Undertake any training required in order to maintain competency including mandatory training, e.g. Manual Handling</p> <p>Contribute to and work within a safe working environment</p> <p>You are expected to comply with Trust Infection Control Policies and conduct him/herself at all times in such a manner as to minimise the risk of healthcare associated infection</p> <p>As an employee of the Trust, it is a contractual duty that you abide by any relevant code of professional conduct and/or practice applicable to you. A breach of this requirement may result in action being taken against you (in accordance with the Trust's disciplinary policy) up to and including dismissal.</p> <p>You must also take responsibility for your workplace health and wellbeing:</p> <ul style="list-style-type: none"> When required, gain support from Occupational Health, Human Resources or other sources. Familiarise yourself with the health and wellbeing support available from policies and/or Occupational Health. Follow the Trust's health and wellbeing vision of healthy body, healthy mind, healthy you. Undertake a Display Screen Equipment assessment (DES) if appropriate to role.
APPLICABLE TO MANAGERS ONLY
<p>Leading the team effectively and supporting their wellbeing by:</p> <ul style="list-style-type: none"> Championing health and wellbeing. Encouraging and support staff engagement in delivery of the service. Encouraging staff to comment on development and delivery of the service. Ensuring during 1:1's / supervision with employees you always check how they are.

DISCLOSURE AND BARRING SERVICE CHECKS

This post has been identified as involving access to vulnerable adults and/or children and in line with Trust policy successful applicants will be required to undertake a Disclosure & Barring Service Disclosure Check.

GENERAL

This is a description of the job as it is now. We periodically examine employees' job descriptions and update them to ensure that they reflect the job as it is then being performed, or to incorporate any changes being proposed. This procedure is conducted by the manager in consultation with the jobholder. You will, therefore, be expected to participate fully in such discussions. We aim to reach agreement on reasonable changes, but if agreement is not possible, we reserve the right to insist on changes to your job description after consultation with you.

Everyone within the Trust has a responsibility for, and is committed to, safeguarding and promoting the welfare of vulnerable adults, children and young people and for ensuring that they are protected from harm, ensuring that the Trusts Child Protection and Safeguarding Adult policies and procedures are promoted and adhered to by all members of staff.

Northern Devon Healthcare NHS Trust and the Royal Devon and Exeter NHS Foundation Trust continue to develop our long-standing partnership with a view to becoming a single integrated organisation across Eastern and Northern Devon. Working together gives us the opportunity to offer unique and varied careers across our services combining the RD&E's track record of excellence in research, teaching and links to the university with NDHT's innovation and adaptability.

PERSON SPECIFICATION

Job Title	Practice Education and Retention Midwife
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Requirements	Essential	Desirable
QUALIFICATION/ SPECIAL TRAINING Registered Midwife Qualified Professional with current NMC qualification Educated to BSc level or with equivalent experience Masters Level study Mentorship qualification or relevant post qualification teaching experience	E E E E	D
KNOWLEDGE/SKILLS Facilitation and teaching of extended skills (Epidural, suturing. IV) Experience in leading teaching sessions with learners Reflective approach to practice Ability to communicate complex information clearly and succinctly both verbally and in writing Understanding of all the influences that affect retention of midwives	E E E E E	
EXPERIENCE Significant experience as band 6 midwife Experience of collaboration with local system and regions Evidence of continuing professional development Experience of supervising staff Innovative and able to problem solve Experience of designing and delivering training material	E E E	D D D
PERSONAL ATTRIBUTES Enthusiastic, highly motivated and committed to developing the service Able to be assertive when necessary and remain calm in a busy environment Excellent communication and negotiation skills Able to work collaboratively within a multi-disciplinary team Able to work as a team member.	E E E E E	
OTHER REQUIREMENTS The post holder must demonstrate a positive commitment to uphold diversity and equality policies approved by the Trust. Ability to travel to other locations as required.	E E	

WORKING CONDITIONS/HAZARDS		FREQUENCY (Rare/ Occasional/ Moderate/ Frequent)			
		R	O	M	F
Hazards/ Risks requiring Immunisation Screening					
Laboratory specimens	Y		x		
Contact with patients	Y				
Exposure Prone Procedures	Y		x		
Blood/body fluids	Y		x		
Laboratory specimens	Y/N				
Hazard/Risks requiring Respiratory Health Surveillance					
Solvents (e.g. toluene, xylene, white spirit, acetone, formaldehyde and ethyl acetate)	N				
Respiratory sensitisers (e.g isocyanates)	N				
Chlorine based cleaning solutions (e.g. Chlorclean, Actichlor, Tristel)	Y				
Animals	N				
Cytotoxic drugs	N				
Risks requiring Other Health Surveillance					
Radiation (>6mSv)	N				
Laser (Class 3R, 3B, 4)	N				
Dusty environment (>4mg/m3)	N				
Noise (over 80dBA)	N				
Hand held vibration tools (=>2.5 m/s2)	N				
Other General Hazards/ Risks					
VDU use (> 1 hour daily)	Y				x
Heavy manual handling (>10kg)	Y	x			
Driving	N				
Food handling	N				
Night working	N				
Electrical work	N				
Physical Effort	Y		x		
Mental Effort	Y			x	
Emotional Effort	Y			x	
Working in isolation	Y		x		
Challenging behaviour	Y		x		