

## Job Description

<b>Position/Job Title:</b>	<b>University Practice Learning Adviser</b>
<b>Ref:</b>	<b>195</b>
<b>Location/Building:</b>	<b>Bournemouth Gateway Building, Lansdowne Campus</b>
<b>Faculty/Professional Service:</b>	<b>Faculty of Health and Social Sciences</b>
<b>Group/Section:</b>	<b>Department of Nursing Science</b>
<b>Normal hours per week:</b>	<b>0.8 FTE (part time options will be considered)</b>
<b>Some flexibility will be required in order to ensure that key time scales and deadlines are met</b>	
<b>Grade:</b>	<b>7</b>
<b>Accountable to:</b>	<b>Head of Practice Education</b>

### Job Purpose

- To sustain the establishment of a learning culture within placement settings through close collaboration with placement partners and thereby enable students to develop evidence based, competent practice, which is reliably assessed
- To fuse education, research and professional practice in a synergistic manner and contribute to Fusion at BU
- To demonstrate emerging evidence of educational delivery and good practice as defined in the Academic Career Framework.

### Main Responsibilities

- To be a key practice education communication channel between the university and placement partners to support the practice education components of designated programmes within the Faculty of Health and Social Sciences (including apprenticeship programmes).
- To link with clinicians supporting learners and education leads in practice; and programme leaders and other personnel in the university as appropriate.
- To work collaboratively with practice colleagues, providing professional advice and guidance to ensure effective learning experiences for students, which may include attending suitable practice-based meetings, coordinating the attendance by practice staff at curriculum development and programme review meetings, linking with the programme leader as appropriate if issues regarding the implementation of the curriculum arise.
- To attend appropriate Faculty based meetings to provide professional guidance, represent, and advise on practice related issues including those relating to apprenticeship standards.
- Be involved in the coordination of a practice induction process for students..
- To coordinate, prepare and deliver update sessions in practice environments / university for those who require face-to-face updates and to ensure suitable blended learning approaches/materials are available to placement settings for staff who support learners to access for annual updates.

- To take a significant role in the organisation and delivery of the preparation of practice based staff to support learners and other teaching commitments as agreed with the Head of Practice Education / line manager.
- To maintain an oversight on behalf of the university of placement provider data sets that reflect the number of suitably qualified assessors in accordance with regulatory requirements.
- To offer advice and support to personnel in practice who are supporting learners, including those following an apprenticeship programme.
- To identify new practice learning environments.
- To support placement providers in maintaining requirements of the learning environment through audit, and review action plans from previous audits.
- To ensure confidence in the continuing quality of the learning environment.
- To report on analysis of feedback from students and personnel in practice who support students through placement evaluation which will inform placement providers, programme monitoring, contract management and the student / assessor experience.
- To identify areas of excellence in learning and assist in the dissemination of best practice.
- To demonstrate emerging evidence of educational delivery and good practice as defined in the Academic Career Framework.
- To make an emerging contribution, both as an individual and as part of a programme team, to an enhanced student experience through educational enhancement activity as defined in the Academic Career Framework.
- To make an emerging contribution to education within own discipline through both internal and external academic citizenship activities as defined in the Academic Career Framework.

**Research:**

- In keeping with the overall demand expected of the academic team to undertake research, scholarly activity and external consultancy with outcomes negotiated and approved by the Head of Practice Education and the professoriate.
- To increase personal knowledge of developments and research in own subject professional/pedagogical area.

**Enterprise/Professional Practice:**

- Where appropriate, undertake enterprise/professional practice activities individually or with colleagues.
- Develop and maintain a network of contacts and engage with businesses and academic/professional bodies as appropriate.

**Personal Development:**

- To contribute to and participate in a programme of professional development to ensure the relevance of skills and expertise in line with statutory requirements.

- Maintain personal and professional development in line with an agreed appraisal and development programme in order to enhance personal knowledge and contribution to relevant activities.
- To actively participate in the academic life of the Faculty and the University.

### **Contacts**

**Internal:** Head of Practice Education, programme leaders, programme teams, placements team and other administrative staff.

**External:** Placement provider education leads, their placement coordinators and placement practitioners, professional regulatory bodies.

### **Information Governance Responsibilities**

#### **Data User**

- i. Comply with the associated data protection, information security, information management and information technology regulations, policies, processes and procedures.

### **Safeguarding and Regulated Activity**

If the role involves engaging in regulated activity relevant to vulnerable groups including children and disabled adults, it is an offence to apply for and perform the role, if a person is bared from engaging in regulated activity. Further information is available in BU's Safeguarding Policy and Suitability Statement on the Recruitment and Employment of Ex-offenders.

### **Additional Information**

NB:

The purpose of the job description is to indicate the general level of responsibility and location of the position. The duties may vary from time to time without changing their general character or level of responsibility.

BU is an equal opportunities employer which values a diverse workforce. The post holder must at all times carry out their responsibilities with due regard to the University's Dignity, Diversity and Equality Policy Statement.

Our highly skilled and creative workforce is comprised of individuals drawn from a broad cross section of the globe, and who reflect a variety of backgrounds, talents, perspectives and experiences to build our global learning community. Through fused activity, the post holder must have an understanding of and commitment to promoting a global outlook.

All employees have an obligation to be aware of the University's Sustainability Policy, Climate and Ecological Crisis Action Plan, Travel Plan and associated documents, and to ensure that they carry out their day-to-day activities in an environmentally responsible manner and inspire students to do the same.

**November 2024**



## Person Specification

Position / Job Title: University Practice Learning Advisor	Position No: 195
Faculty / Service: Faculty of Health & Social Sciences	Date: November 2024
<b>SELECTION CRITERIA</b>	<b>Essential / Desirable</b>
<b>Knowledge (including experience &amp; qualifications)</b>	
Good degree or equivalent in related discipline	E
Relevant professional qualification and registered with NMC or HCPC	E
Expertise in subject area – normally a Doctorate in a relevant area but qualified at least at Masters or equivalent level with a commitment to obtaining a relevant Doctorate within an agreed timescale.	D
Relevant teaching qualification (e.g. Higher Education Academy (HEA) Practitioner or equivalent) or demonstrable teaching experience with a commitment to following the UK Professional Standards Framework	D
Broad knowledge of subject area and contemporary issues.	D
Growing reputation for excellence in learning and teaching; familiar with and enthusiastic about the concept of student centred pedagogy.	E
Research experience	D
Appropriate level of knowledge and skills to enable personal contribution to professional practice activities.	E
<b>Skills</b>	
Ability to provide effective and sympathetic student guidance, supervision, support and assessment.	E
Ability to communicate effectively with students, colleagues and externally as required.	E
Effective team-working skills.	E
Strong organisational ability.	E
Good academic research skills.	E
Practiced IT skills.	E
Effective communication skills	E
Sound interpersonal skills	E
Decision making skills	E
Efficient problem-solving ability	E
Proficient individual presentation skills	E
<b>Attributes</b>	
Able to work alone as well as in groups	E
Willingness to engage in the development of campus life	E
Strong commitment to an environment of academic excellence and student experience.	E
Self motivated.	E
Evidence of good professional links with other organisations.	E
Proactive and innovative.	E
Evidence of planned personal development.	E

Exercises initiative	E
Adaptability	E
Self reliant and resourceful	E
Good completer finisher	E