

Job Description

Job Details	
Training Facilitator	
Grade	Grade 7
Directorate	Health and Care
Service	Care Services
Grading Panel Date	20/09/2024
Job ID	70000842/G07/CAS

Our Vision

An innovative, ambitious and sustainable county, where everyone has the opportunity to prosper, be healthy and happy.

Our Outcomes

We want everyone in Staffordshire to:

- Have access to more good jobs and share the benefit of economic growth
- Live in thriving and sustainable communities
- Be healthier and more independent for longer

Our Values

Our People Strategy sets out what we all need to do to make Staffordshire County Council a great place to work, where people are supported to develop, flourish and contribute to our ambitious plans. Our values are at the heart of the Strategy to ensure that the focus is on what is important to the organisation and the people it serves:

- **Ambitious** – We are ambitious for our communities and the people of Staffordshire.
- **Courageous** – We recognise our challenges and are prepared to make courageous decisions.
- **Empowering** – We empower and support our people by giving them the opportunity to do their jobs well.

About the Service

Staffordshire County Council are a provider of regulated and non-regulated social care services for adults. Known internally as 'Provider Services', our mission is to promote opportunities, independence, and choice so that individuals can thrive, and our vision is to be leaders in providing innovative and inspirational care and support.

Provider Services are a CQC regulated provider with services including residential care homes, bed-based respite, supported living and home care. In addition, Provider Services offer centre-based and community-based support to provide the people we support with opportunities for meaningful activities so they can live their best life.

All posts within these services are subject to an enhanced DBS check.

About the Role

Working flexibly across various care settings, locations, and providers, you will develop and deliver training to ensure internal and external providers are delivering care in accordance with current standards. You will provide advice, guidance, support, and training to ensure best practice is promoted and achieved. You will stay abreast of changes in regulations and standards to support care providers and services to remain compliant with training requirements.

This job description provides an indication of the main duties involved in supporting care services. This is not intended to be an exhaustive list of tasks and duties; these will be determined by the requirements of Provider Services and Care Commissioning.

Reporting Relationships

Responsible to:	Quality, Performance and Engagement Officer
Responsible for:	NA

Key Accountabilities

Workforce and Market Development

- Work in partnership with internal and external stakeholders to coordinate and deliver training to meet the needs of services.
- Develop and deliver bespoke training programs to provide the necessary skills and knowledge for internal and external care workers as required.
- Deliver recognised training programs and content to provide the necessary skills and knowledge for internal and external care workers as required, including Oliver McGowan.

- Undertake workplace assessments to ensure competency for a range of skills.
- Be responsible for the dissemination and implementation of information regarding changes in regulations or standards related to training requirements, to ensure knowledge and training content is current.
- Working with Commissioning and Care Market Development teams, develop and deliver training programs with the independent care market to facilitate the necessary skills and knowledge.
- Develop and deliver training to diverse settings and audiences to promote and build capacity of the care sector.

Flexibility and Innovation

- Undertake research to identify best practice in training and professional development.
- Proactively promote training services and programs to generate revenue for Provider Services.
- Participate in quality assurance activities including evaluation and self-assessment processes to ensure continuous improvement.

Meeting Standards

- Comply and work within current procedures in relation to safeguarding, liberty protection safeguards, the Mental Capacity Act, the Care Act 2014, and other relevant legislation.
- Ensure all records, reports and accounts are accurately maintained and processed, to ensure compliance with GDPR requirements, privacy and confidentiality agreements.
- Implement and follow agreed health and safety procedures, including the correct use of PPE as required, to ensure infection control.

Other Duties

- Drive Staffordshire County Council or private vehicles for work purposes as required.
- To undertake any other duties, which, may from time to time, be allocated commensurate with the grading of the post to ensure the needs of individuals and services are met.

Other Information

This post is designated as a Casual car user.

No Political Restriction.

The post holder will need to meet the travel requirements of the role locally.

Post holder will be expected to work flexibly including different care settings, locations, and providers, as required

Professional Accountabilities

The post holder is required to contribute to the achievement of the Council objectives through:

Financial Management

Personal accountability for delivering services efficiently, effectively, within budget and to implement any approved savings and investment allocated to the service.

People Management

Engaging with People Management policies and processes.

Equalities

Ensuring that all work is completed with a commitment to equality and anti-discriminatory practice, as a minimum to standards required by legislation.

Climate Change

Delivering energy conservation practices in line with the Council's climate change strategy.

Health and Safety

Ensuring a work environment that protects people's health and safety and that promotes welfare, and which is in accordance with the Council's Health & Safety policy.

Safeguarding




Commitment to safeguarding and promoting the welfare of vulnerable groups.

The content of this Job Description and Person Specification will be reviewed on a regular basis.

A = Assessed at Application

I = Assessed at Interview

T = Assessed through Test

Person Specification		
Qualifications/Professional Membership		
	A/I	Level 3 in training and/or assessment
Knowledge and Experience		
	A/I	<ul style="list-style-type: none"> • Knowledge and demonstrable experience of developing and delivering training programs. • Relevant work experience within a social care provider setting. • Knowledge and understanding of the needs of people with learning disabilities, autism, and complex care needs. • Knowledge of health and safety requirements in various social care settings. • Knowledge of the legislative and regulatory frameworks affecting vulnerable adults. • Knowledge of the principles of person-centred support, active support model and strengths-based approaches. • Commitment to maintain a professional knowledge base, staying abreast of developments in the social care field in relation to training requirements and national agendas.
Skills		
	A/I	<ul style="list-style-type: none"> • Demonstrable commitment to the values and ethos of Staffordshire County Council and own continuous professional development. • Sound judgement and the ability to resolve day-to-day problems and issues. • Able to adapt and respond positively to change. • Ability to work effectively under pressure and prioritise workloads. • Able to develop and deliver training. • Able to communicate effectively with staff at all levels and build effective relationships with stakeholders and other professionals. • Interpersonal and networking skills. • Information and communication technology skills. • Be able to maintain accurate records through the use of effective literacy and numeracy skills. • Ability to travel independently across the county to cover work as required.



If a disabled person meets the criteria indicated by the Disability Confident scheme symbol and provides evidence of this on their application form, they will be guaranteed an interview.

We are proud to display the Disability Confidence Symbol, which is a recognition given by Job centre plus to employers who agree to meet specific requirements regarding the recruitment, employment, retention, and career development of disabled people.

If you need a copy of this information in large print, braille, another language on cassette or disc, please ask us by contacting Talent & Resourcing Team 01785 278300