

## East of England Advanced Clinical Practice Fellow

### Role Profile: Advanced Clinical Practice Fellow

<p><b>Role Profile:</b></p>	<p>Advanced Clinical Practice Fellow</p>	<p><b>Grade:</b></p>	<p>ACP or Holding an East of England National Training Number (NTN).</p> <p>These roles are for trainees working within an East of England Training post only. We are unable to accept applications from trainees currently working in East/ West Midlands or any other region.</p>
<p><b>Line Manager:</b></p>	<p>APD Wider workforce</p>	<p><b>Accountable to:</b></p>	<p>Postgraduate Dean, or nominated Deputy HEE East of England Office</p>
<p><b>Hours of work:</b></p>	<p>2-2.5 days per week for 1 year (Flexible according to negotiated time out of clinical work)</p>	<p><b>Training:</b></p>	<p>This role may or may not extend the length of your training, depending upon specified competencies within your Specialty.</p> <p>Applicants <b>must</b> obtain pre-agreement from their Manager/TPD and employing trust that they will be allowed to</p>

			<p>take up the role <b>before</b> submitting an application</p> <p>If approved and you are currently working full time you will need to complete a Less Than Full Time (LTFT) from via the HEE LTFT process to facilitate your commencement of this role.</p> <p>If you are currently working LTFT your fellowship time would be in addition to your less than full time clinical role.</p>
<p><b>Type of contract:</b></p>	<p>Fixed term- for 12 months only.</p> <p>HEE will fund your percentage of fellowship time/work directly to your employing trust. You will be paid via your employing trust for your Fellowship work at the same time as you would be paid for your clinical role.</p>	<p><b>Requirement to travel:</b></p>	<p>Yes</p>
<p><b>Role purpose and context</b></p>	<p>The East of England Office within Health Education England (HEE) is committed to providing outstanding support and development for Doctors in Training and the wider workforce. The role of the ACP fellow is to support HEE in the key areas identified, to work across the system to support ACP development and to ensure the website remains updated.</p>		

	<p>The ACP fellow will be an active member in the HEE EoE ACP steering group and support members with strategic projects, setting objectives and delivering tangible outputs in the key areas identified by HEE EoE.</p> <p>They will provide support, guidance and feedback to HEE and their external stakeholders on changes to policy, process and new initiatives. They will also act as a voice for HEE, keeping ACP's and trainees up to date and making them aware of what support it available to them.</p> <p>They will work closely with the Deputy Post-Graduate Deans, Associate Post-Graduate Deans, Heads of Schools, the Fellow network and other stakeholders. Fellows work as a team to promote and support the establishment.</p> <p>Fellows can build mentoring, teaching, leadership and project management skills, whilst experiencing cross specialty working to deliver sustainable improvement to the training experience.</p>
<p><b>Role objectives</b></p>	<p>Raise the profile of Advanced Clinical Practice and increase engagement across the region.</p> <p>Support providers, HEI's, ACP's and doctors in the development and implementation of ACP.</p> <p>Triangulate information between HEE East of England, educators, external stakeholders and the trainees in the region.</p> <p>Enable more practitioners working in ACP roles to successfully navigate training and to reach their full potential, by ensuring they fully understand the role HEE EoE plays in their training.</p>

Criteria	Essential	Desirable
<p><b>Education and level of experience</b></p>	<p>MBBS or equivalent HEE East of England ST3 or above Or advanced clinical practitioner</p>	
<p><b>Experience</b></p>	<p>Experienced nurse/AHP/doctor with a</p>	<p>Cross specialty or multi-professional teaching</p>

	<p>comprehensive knowledge of ACP</p> <p>Previous experience in a leadership role and/or supporting the delivery of a project</p>	<p>Resource development</p> <p>Experience in working across systems</p>
<p><b>Skills, Abilities &amp; Knowledge</b></p>	<p>A commitment to delivering high quality improvement</p> <p>Excellent organisational abilities:</p> <ul style="list-style-type: none"> <li>• Ability to forward plan</li> <li>• Ability to keep on track to deliver sustainable outcomes</li> <li>• Time management and prioritisation skills</li> <li>• Ability to undertake research/projects</li> </ul> <p>Adept in using MS Office (Excel; Word; Power Point); Internet; Email</p> <p>People management and leadership skills</p> <p>Ability to work collaboratively across grades, specialties and professions</p> <p>Able to work both independently and as part of a team</p> <p>Great interpersonal and communication skills that will enable you to:</p> <ul style="list-style-type: none"> <li>• articulate vision</li> <li>• communicate effectively</li> </ul>	<p>Knowledge of avenues of support for Trainees in difficulty</p> <p>Social media / website skills</p>

	<ul style="list-style-type: none"> <li>• encourage ability</li> <li>• engage well with a variety of stakeholders</li> <li>• inspire &amp; motivate</li> </ul> <p>Personally, you should be resilient, be open to challenge and have flexibility in your approach and in your working hours</p>	
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<b>Key responsibilities:</b>
To make a significant contribution to HEE East of England Office’s goal to increase engagement with the schools.
To engage on a regular basis with the relevant Associate and Deputy Post-Graduate Deans providing written updates or reports to evidence progression with the assignment and project delivery, as well as provide an annual report on the work that has been completed, progress made, and areas of difficulty/concern.
To be the trainee voice of the ACP forum, feeding back to HEE EoE on key issues to support the decision-making process.
To engage with individuals and programmes within HEE EoE across related areas to share knowledge and skills.
To undertake projects that will shape and develop ACP at local and national level.
To take the lead in circulating trainee surveys in HEE EoE related matters and report back to the Senior Leadership Team on the responses.
To encourage the sharing of good practice between Schools and Providers.
To develop and keep the ACP section of the website up to date.
To manage trainee and stakeholder engagement in HEE matters.
Any other duties which may be deemed appropriate for this role and which may develop over a period of time.
To comply, at all times, with all policies, guidelines and protocols of the NHS and HEE.