

## East of England Anaesthesia Fellowship

### Role Profile: Anaesthesia Education Fellow

<b>Role Profile:</b>	Anaesthesia Education Fellow	<b>Grade:</b>	ST5 or above
<b>Line Manager:</b>	HoS, East of England (Rowan Burnstein)	<b>Accountable to:</b>	Postgraduate Dean, or nominated Deputy HEE East of England Office
<b>Hours of work:</b>	Flexible according to negotiated time out of clinical work – up to 50%	<b>Training:</b>	<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 TPD and employing trust that they will be allowed to take up the role <b>before</b> submitting an application</p> <p>You may need to consider applying for Out of Programme experience or Less Than Full Time training.</p>
<b>Type of contract:</b>	Fixed term	<b>Requirement to travel:</b>	Yes
<b>Role purpose and context</b>	The East of England Office within Health Education England (HEE) is committed to providing outstanding opportunities for regional study leave, ensuring it is accessible to all trainees. The role of the Anaesthesia Education Fellow is to support educational development in the School of Anaesthesia.		

	<p>Specifically, the Anaesthesia Education Fellow will be required to evaluate alternative (to current) methods of delivering the regional study leave program (excluding simulation) to trainees at all levels in the School of Anaesthesia.</p> <p>The Anaesthesia Education Fellow will work with HEE EoE officers to develop a business plan for the delivery of a new education platform and program for regional training in the School of Anaesthesia.</p> <p>To engage and negotiate with 3<sup>rd</sup> party businesses/software providers with HEE to deliver a new education platform for regional training in the School of Anaesthesia.</p> <p>The Anaesthesia Education Fellow will work with trainees, trainers and other stakeholders to roll out delivery of the new education program across the School.</p> <p>The Anaesthesia Education Fellow will work with an HEE appointed administrator to ensure the new educational delivery system becomes embedded within the school study leave program, is sustainable and is cost effective.</p> <p>The Anaesthesia Education Fellow will work with the School Education TPD and other school officers to ensure the School website is maintained and up to date, particularly with reference to educational opportunities.</p> <p>The Anaesthesia Education Fellow will provide support, guidance and feedback to HEE and their external stakeholders on changes to policy, process and new initiatives relating to regional study leave delivery.</p> <p>The Anaesthesia Education Fellow will work closely with the Trainee Forum, Deputy Post-Graduate Dean, Heads of Schools, the Fellow network and other stakeholders. Fellows work as a team to promote and support the establishment. They will attend and contribute to the Trainee Forum, Faculty and School Board meetings to engage stakeholders and keep them up to date with progress surrounding new program resources.</p>
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	Fellows have the opportunity to build mentoring, teaching, leadership and project management skills, whilst experiencing cross specialty working to deliver sustainable improvement to the trainee educational experience.
<b>Role objectives</b>	<p>To deliver a revised method of delivering regional training to the School of Anaesthesia across the East of England.</p> <p>To evaluate and evolve regional training program delivery as appropriate</p> <p>To increase accessibility of regional training to Anaesthesia and intensive care trainees at all levels of training.</p>

Criteria	Essential	Desirable
<b>Education and level of experience</b>	<p>MBBS or equivalent</p> <p>HEE East of England ST5 or above</p>	
<b>Experience</b>	<p>Previous experience in a leadership role and/or supporting the delivery of a project</p>	<p>Cross specialty or multi-professional teaching</p> <p>Resource development</p>
<b>Skills, Abilities &amp; Knowledge</b>	<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> </ul>	<p>Knowledge of different methods of delivering regional training</p> <p>Ability to code or learn to code in relevant scripts for Learning management systems i.e Moodle</p> <p>Social media / website skills</p>

	<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> <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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**Key responsibilities:**

To make a significant contribution to HEE East of England Office’s goal to improve quality and accessibility of regional study leave.

To engage on a regular basis with the relevant Head of School and Deputy Post-Graduate Dean 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 voice of the trainee forum, feeding back to HEE EoE on key issues relating to the regional study leave program and to support the decision-making process relating to its delivery.
To engage with individuals and programmes within HEE EoE across related areas to share knowledge and skills.
To take the lead in circulating trainee surveys in HEE EoE study leave related matters and report back to the Senior Leadership Team on the responses.
To implement/undertake a quality improvement cycle within regional teaching to analyse the impact of the new training platform within anaesthesia including trainee satisfaction, trainee performance (if able) and the quality of educational content pre- and post implementation.
To encourage the sharing of education content and good practice between Schools.
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.
To contribute to Medical Education Research through either development of or implementation of new models of training within anaesthesia, applicable to Instructional Educational Program Design or Educational Pedagogy (excluding Simulation).