

HCPA are Recruiting Experts with Lived Experience to work as co-trainers on the Oliver McGowan Mandatory training.

HCPA are opening Stage 1 of applications for Experts with lived experience to become co-trainers as part of the Oliver McGowan training team. Please use this document to understand the role and why you should apply.

Do you have lived experience of using health and social care services in England?

Do you want to make a difference and help other people who use health and social care to have their voices heard?

An Expert with lived experience is a person who has personal experience of using health and/or social care in the past 8 years.

Experts with lived experience deliver the voice and experience of people who use health and social care to staff across the system to improve their understanding.

Experts with lived experience working as co-trainers bring their expertise to support the co-delivery education with another trainer.

What is the Oliver McGowan Mandatory Training on Learning Disability and Autism?

Enabling the health and social care workforce to better support people with a learning disability and autistic people.

The Oliver McGowan Mandatory Training on Learning Disability and Autism has been co-produced, trialled, and independently evaluated, and will be co-delivered by trainers with lived experience of learning disabilities and autism.

The Health and Care Act 2022 introduced a requirement that regulated service providers ensure their staff receive training on learning disability and autism which is appropriate to the person's role.

The Oliver McGowan Mandatory Training on Learning Disability and Autism is the standardised training that was developed for this purpose and is the government's preferred and recommended training for health and social care staff to undertake. It is named after Oliver McGowan, whose death shone a light on the need for health and social care staff to have better training. It is the only training with permission to include Paula McGowan OBE, telling Oliver's story and explaining why the training is taking place.

An [e-learning package](#) is the first part of both Tier 1 and Tier 2 of the Oliver McGowan Mandatory Training and is now live. Everyone will need to do the e-learning no matter where they work and what tier they need to complete. The next part is either a live one hour online interactive session for those needing Tier 1, or, a 1-day face to face training for people who require Tier 2.

Any queries please email olivermcgowantraining@hcpa.co.uk or call 01707 536020

Hertfordshire and West Essex Training Roll out?

Hertfordshire Care Providers Association has been asked to support the Hertfordshire and West Essex Health and Care System roll out the Oliver McGowan Mandatory training. HCPA already have an established training team who all have experience working in care. HCPA will now be looking to bring in experts with lived experience as co-trainers to support the roll out of online Tier 1 sessions, face to face Tier 2 sessions at their base in Welwyn Garden City and throughout Hertfordshire and West Essex ICB and Train the Trainer sessions for trainers in the system.

Who are Hertfordshire Care Providers Association (HCPA)?

HCPA's vision is to create a county where all adults who receive care are given a service of true quality, which is both personalised and individually tailored to their needs.

At HCPA everything is centred on helping Hertfordshire adult care providers to raise their standards of quality by offering low cost or fully funded: training, network events, study days, business services, advice, and tailored support.

HCPA has a training centre based in Welwyn Garden City and delivers training here and throughout the county. We have a team of trainers who have worked across a range of care settings, giving them knowledge and understanding to support care companies, as well as having advanced training skills.

HCPA will be delivering the Oliver McGowan training for Hertfordshire and West Essex Health and Social care providers supporting trainers and expert with lived experience co-trainers as well as managing all administration.

Useful Link-

- HCPA Website- <https://www.hcpa.info/>
- Health Education Oliver McGowan Training Page- <https://www.hee.nhs.uk/our-work/learning-disability/current-projects/oliver-mcgowan-mandatory-training-learning-disability-autism>
- Hertfordshire and West Essex ICB- <https://hertsandwestessex.icb.nhs.uk/>

Easy Read details available here

Application Process

Complete Application form [here](#)

URL- <https://forms.office.com/Pages/ResponsePage.aspx?id=la2Z6c2G4EKz3eE-8cCjZhozS7UiN31GpNU4Y7uHJI9UM0tENVJMWVQ2REFRQINIUE1IREpCVTc5Ty4u>

What are the timelines for applications?

Applications Close- 8th June 2023

Support to complete application?

If you need support to complete the application form, please contact details below.

What will happen after application is submitted?

- 1- Stage 1 HCPA will review applications against criteria and select those for stage 2
- 2- Stage 2 we will contact applicants to get to know the applicant and check suitability for Stage 3
- 3- Stage 3 will be small workshop at HCPA offices to meet the HCPA training team. Details will be confirmed
- 4- Successful applicants will be appointed after stage 3.

What hours of work are available?

HCPA are encouraging anyone interested to apply whether they want to apply for 1, 2, 3, 4 or 5 days per week, as we wish to be flexible and supportive to meet people's needs and wishes.

What is the salary?

The hourly rate is £14.61 which is based on a full-time equivalent salary of £28,500

What travel costs will be covered?

Travel costs will be covered up to 45p per mile for travelling that is not usual costs to HCPA Offices based in Welwyn Garden City.

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Role details and Requirements

The role is to play a key part in delivering the Oliver McGowan Mandatory Training in Learning Disability and Autism to people who work in health and social care.

The successful post holder will be supported to deliver training which will include:

- Learning disability awareness **or** understanding autism.
- Reasonable adjustments.
- Supporting people with a learning disability and autistic people with mental health conditions.
- Communication.
- Supporting young people with a learning disability.

The training will be co-delivered to help people understand their role in supporting people with a learning disability and autistic people and the difference they can make to improve care. This training will take place both through e-learning (online training), interactive online training sessions and through face-to-face training days.

The role can be flexible but is likely to involve the need to travel independently to different venues to deliver training.

Training will take place both through online virtual 1-hour sessions and through face-to-face training in groups of up to 30.

Full training and ongoing support will be provided to successful candidates to enable them to carry out this role and develop their skills.

The role may include training other experts with lived experience and trainers to become part of the team delivering Oliver McGowan Mandatory Training

The post holder will work as part of an Oliver McGowan Mandatory Training Team at HCPA, alongside other experts with lived experience co-facilitators/trainers and co-facilitator/trainers.

We are committed to implementing reasonable adjustments for people with a learning disability and autistic people. There is flexibility to agree which duties you feel able to complete.

We'll be committed to your training and development from day one.

When you join, you'll receive a thorough induction.

Our learning and development strategy includes all the ways that we can support you to 'shine' and excel in your role and is open to our staff at every level in our organisation.

Please note applicants must have a diagnosed learning disability and/or autism

Find below break down of:

Any queries please email olivermcgowantraining@hcpa.co.uk or call 01707 536020

- Personal Attributes
- Expected Outcomes
- Benefits



About You

This section details the personal attributes we require for this role. If you feel these describe you we would welcome your application

Behaviours and Values

Work to the NHS constitution values:

- Respect and dignity.
- Commitment to quality of care.
- Compassion.
- Improving lives.
- Working together for patients.
- Everyone counts.

The post holder needs to behave in ways that show they:

- Are supportive of colleagues.
- Value and respect others.
- Include and involve others in everything that affects them.
- Are trustworthy.
- Are committed.
- Are transparent and open in their actions.
- Take pride in their work, team and organisation.
- Have integrity.
- Have a positive outlook, energy, focus and enthusiasm.

Skills and Abilities

Essential

The postholder will be supported to:

- Talk in front of people.
- Learn what needs to be said when delivering training.
- Have difficult conversations in a positive manner.
- Show good training communication skills.
- Act to help people feel comfortable.
- Communicate with other members of the training team as required.
- Pay attention to detail.
- Be able to learn new ways of working.
- Travel to different training venues across the region.
- Understand their responsibility for health and safety.
- Be confident in explaining ideas.
- Support others to share their views.

Desirable

The postholder will:

- Have experience of presenting to audiences.
- Be confident in using digital online platforms such as Microsoft Teams.
- Be able to manage some pressure. At times the role may be challenging.

Experience and Knowledge

Essential:

The postholder will:

- Have lived experience of a learning disability or be an autistic person
- Be interested in delivering training to health and social care staff.

Desirable:

The postholder will have experience of:

- Working in a customer care environment.
- Working with the health and/or social care sector.
- Working in a team environment and working together to deliver team goals.

Expected Outcomes

About your role

This section details the outcomes and deliverables that would be expected from the role

Engaging People/Key Working relationships

The postholder will work closely with a range of stakeholders across the region, including:

- Co-facilitators/trainers.
- Oliver McGowan Mandatory Training Team.
- Other training providers.
- Training delegates.
- Health and care workforce. For example, this includes doctors, nurses, receptionists, Carers, catering staff etc...
- Lecturers/trainers/facilitators.

Communication and Liaison:

With support and training, the postholder will:

- Communicate key information and issues.
- Be comfortable talking in front of groups of people.
- Be reliable.
- Be trustworthy and able to keep information confidential. help to promote the training, make people aware of it and encourage them to attend.
- Develop good working relationships with the rest of the team.
- Describe their lived experience to other co-facilitators/trainers and delegates.
- Help to create a supportive training environment.

Delivering Results/Functional Responsibilities

With support and training, the postholder will:

- Work with other co-facilitators/trainers to deliver training sessions. The sessions will use a range of methods, including traditional training delivery, group discussions, and film.
- Take part in training and rehearsals to develop skills and confidence to deliver great training.
- Make sure that they are in the right place at the right time, and well prepared to deliver training sessions.
- Be professional, friendly and welcoming to people coming to the training.
- Work with the rest of the team to look at what is working well in the training and what could be improved.
- Work as part of a team to deliver the standardised package of training to delegates.
- Help to change training schedules and plans if necessary to respond to unexpected issues.
- Travel to training venues across the region.
- Work flexibly to deliver planned training sessions at evenings or weekends, with agreement.
- Attend meetings and training to develop relevant skills and knowledge and ensure consistent and high-quality delivery.

<ul style="list-style-type: none"> • Communicate effectively and respectfully with delegates before, during and after the training. • Provide training support to other co-facilitators/trainers and participants. • Tell people about the Oliver McGowan Mandatory Training at events, giving information and instructions. • Where necessary, inform trainers/co-facilitators and delegates of anything that may affect the programme delivery. • Raise any issues with the delivery of Oliver McGowan Mandatory Training. • Answer routine and non-routine questions from participants and co-facilitators/trainers, asking for help if needed. • Help to promote the welfare of the Oliver McGowan Training Team and participants. • Follow the rules and policies to keep people safe. • Be able to work with other people to co-deliver the training as well as follow instructions. • Regularly co-teach large groups of people from different professions and different workplaces. 	
<p>Management and leadership</p>	<p>Service improvement</p>
<p>With support and training, the postholder will:</p> <ul style="list-style-type: none"> • Manage and prioritise their own day-to-day activities in line with the team workload, priorities and deadlines. • Regularly reflect on their progress and share areas of concern to Oliver McGowan Mandatory Training Team as appropriate. • Be a role model to new starters. • Assist with the induction new co-facilitators/trainers, including providing information and demonstrations of processes and explaining their own activity. 	<p>With support and training, the postholder will:</p> <ul style="list-style-type: none"> • Review training feedback and discuss with the Oliver McGowan Mandatory Training Team, contributing suggestions for continuous improvement. • Share lessons learned and suggestions for improved ways of working/best practice with the rest of the team. • Be part of the training team to develop new co-facilitators and trainers. • Observe new members of the training team and offer supportive and constructive feedback to make sure the training is high quality.

Benefits Information

About the Benefits

This section details the benefits of working for Hertfordshire are Providers Association

What's great about this post?

- Job satisfaction of seeing a task through from start to finish.
- The opportunity to learn new skills.
- The opportunity to deliver high quality training.
- Indirectly contribute to patient safety and to saving and improving people's lives.
- Opportunity to interact with a range of internal and external stakeholders.
- Opportunities for self-development and training.
- Access to HCPA benefits system to access discounts of every day costs such as food shopping.
- Access to HCPA Employee Assistance Program for support
- A welcoming and supportive team

What are the terms and conditions?

As an NHS employer the following terms and conditions apply to this post:

Salary

£14.61 per hour (based on salary of £28,500)

HCPA is not under agenda for change so there are no yearly increments

Hours of Work

Various available- Let us know if you are interested in 1, 2, 3, 4 or 5 days per week. 9-5pm (with 30 minutes unpaid lunchbreak)

Permanent, Fixed Term or Secondment

Fixed term

Leave and Bank Holidays: Will depend on hours agreed but a person working 37.5 hours 5 days a week has 28 days holiday + bank holiday + birthday (unless non-working day)

Pension: HCPA follows government standard with government enrolment and %. All staff can opt out if they wish which will be discussed.

What other opportunities are available to me?

We'll be committed to your training and development from day one. When you join, you'll receive a thorough induction. Our learning and development strategy includes all the ways that we can support you to 'shine' and excel in your role and is open to our staff at every level in our organisation.

Other useful information

We are committed to implementing reasonable adjustments for people. The post may occasionally require some flexibility in working hours to cover the opening and closing of events and any associated travel.

20/04/2023



Travel is a requirement of the role due to delivering at partner sites, travel costs will be paid with a deduction of your usual travel costs. This will be discussed on application.