



JOB DESCRIPTION / SPECIFICATION

Post:	Infection Prevention & Control trainer
Reporting To:	Integration Manager
Organisation/Employer:	Hertfordshire Care Providers Association
Main Purposes of the Job:	To design, develop and deliver high quality Infection Prevention and Control education and support to the Adult Social Care Workforce of Hertfordshire.
Pay:	£25,000 - £30,000 depending on experience (12-month renewable contract)
Contract Terms:	Full time (37.5 hours per week working 9am until 5.00pm Monday to Friday)

HCPA are an award-winning not-for-profit organisation dedicated to raising the quality of care within the Adult Care Sector across Hertfordshire.

This is a new and exciting position for someone to train and support providers in the Infection Prevention and Control Education and Assurance Accreditation scheme.

Specific Responsibilities:

1. Develop IPC education and resources/ tools at awareness and lead level, as well as ongoing CPD. Content will include:
 - *IPC Roles and responsibilities*
 - *IPC principles and practice including hand hygiene, cleaning, waste management.*
 - *Have an understanding of relevant national and local guidance*
 - *Care provider governance, including policies, procedures, and auditing.*
 - *Signs and symptoms of common infections and isolation requirements, including understanding deterioration and actions to take.*
 - *Person Protective Equipment, including when and how to use.*
 - *Understanding Aerosol generating procedures*
 - *Assessing staff competence and practice (in person or virtually)*
2. Prepare and deliver education sessions meeting observation requirements.
3. Support creation of IPC assurance toolkit for care providers
4. Complete assurance toolkit with providers as part of education and support with advice and resources to improve assurance.
5. Provide reports on assessment and completion rates.
6. Support providers who require tailored solutions to training staff based on referrals from local quality and monitoring partners
7. Work with the Quality Team to ensure all courses are mapped to appropriate qualifications and standards and manage all quality assurance within the department.
8. Link with external stakeholders on behalf of HCPA and the Integration Manager to make sure content is accurate and up to date and shared with delivering partners.
9. Create and check content on IPC webpage matches education package and reflects national guidance
10. Capture good and poor practice examples to use across education and communication networks and inform training guides or audit tools
11. May be required to deliver other health related subjects and provide cover for other colleagues in the wider integration dept.

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Personal Specification:

- Good knowledge of Infection prevention and Control Practices
- Desirable to have management experience in a care home setting or a Registered Nurse (RN) (practising or retired)- *This will attract the higher end of the salary scale for this position*
- Travel within Hertfordshire is required so own transport with insurance for business use is essential.
- Excellent communication skills both written, verbal and IT.
- Proficient in delivery of training through a variety of methods such as face to face; groups; virtually; training videos; ad hoc
- Be excellent at autonomous research and have proven clinical experience.
- Adaptable – The applicant must be able to adapt to different training environments and be willing to deliver education both online and face to face.
- Willing to learn new skills, complete relevant qualification as requested by manager and to develop current knowledge.
- Unless held already the candidate must complete a Certificate in Education within first three months of appointment.

*Please note that this role is associated with delivering of training projects directly to care staff, and therefore we may be required to ensure that the individuals recruited for these roles have completed the two vaccines against COVID-19 if successful, unless legally exempt. Please note that we may ask of evidence for this at the interview or when employment commences.