RePAIR Fellow
Role Descriptor
(Including person specification)

TITLE:
RePAIR Fellow

BASE:
Local HEE/HEI Office based in one of the four regions\(^1\)

GRADE:
Band 7 or 8a AfC or HEI Equivalent Salary

HOURS OF WORK:
15 hrs/wk. (0.4 WTE)

ACCOUNTABLE MANAGER:
Secondee’s substantive line manager or a named HEI manager if a one year fixed term contract.

NATIONAL AND REGIONAL SUPPORT:
In addition to the support from the national RePAIR Implementation Programme team there will be support from HEE Regional office (local to Fellow’s place of residence\(^2\)).

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\(^1\) For the purposes of the RePAIR Implementation Programme England is divided into 4 regions: North (North West, North East, Yorkshire and Humber); Midlands and East (West Midlands, East Midlands, East of England); London; South (Kent, Surrey, South West, Sussex, Thames Valley and Wessex).

\(^2\) The HEE Regional Offices are:
- HEE North: Leeds, Liverpool, Manchester, Newcastle, Preston, Sheffield
- HEE Midlands and East: Birmingham, Cambridge, Leicester
- HEE South: Bristol, Crawley, Oxford, Plymouth, Winchester
RePAIR Fellows will be provided with a mobile phone and a laptop.

**DETAILS OF SPECIAL CONDITIONS:**

Part-time: Secondment from current NHS or HEI post to regional lead HEI. Initially the secondment is for one year. Alternatively one year fixed term contract.

**RePAIR IMPLEMENTATION PROGRAMME**

The RePAIR Implementation Programme (RePAIR I.P.) builds on the RePAIR (Reducing Pre-registration Attrition and Improving Retention work).


RePAIR I.P will be delivered through four Domains:

A. Ensure the highest quality practice learning environments
B. Learner clinical supervision and support
C. Preceptorship Toolkit
D. On-line clinical placement App

The RePAIR Implementation Programme includes nursing (all four fields), midwifery and the 15 allied health professions (AHPs).

**MAIN PURPOSE OF THE RePAIR FELLOW POSTS:**

The post-holder will be responsible for facilitating the implementation of the Domains of the RePAIR Implementation Programme in their region. Personal expertise or interest may determine the extent to which a Fellow supports the Domains.

**SCOPE AND RANGE**

Under the direction of the Academic Advisor and Programme Manager, the Secondee will:

- Agree their programme of work.
- Work very closely with the other RePAIR Fellows.

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3 The RePAIR I.P. regional lead HEIS are: University of Central Lancashire (North), Birmingham City University (Midlands and East), London South Bank University (London), University of the West of England (South).
4 Adult nursing, children’s nursing, learning disabilities nursing, mental health nursing.
5 Art therapists, dramatherapists, music therapists, chiropodists/podiatrists, dietitians, occupational therapists, operating department practitioners, orthoptists, osteopaths, prosthetists and orthotists, paramedics, physiotherapists, diagnostic radiographers, therapeutic radiographers, speech and language therapists.
• Work effectively with regional stakeholders (healthcare providers and HEIs)
• Be a member of one of the four RePAIR Implementation Programme Regional Delivery Teams⁶ and a member of the RePAIR Implementation Programme Steering Group, actively contributing to the design and delivery of the Programme.
• Prioritise, organise and carry out own work effectively.

MAIN DUTIES

• Using project management methodology, formulate, maintain and deliver a structured regional RePAIR Implementation Programme as agreed with the Programme Manager and Academic Advisor.
• Develop a deep understanding of the challenges experienced by Placement Providers, HEIs, students, mentors and/or supervisors and remain solutions focused in deploying tools and techniques to address attrition and retention issues.
• Produce clear and concise reports to the Academic Advisor, Programme Manager and the RePAIR Implementation Programme regional meetings.
• Develop strong working relationships with the other RePAIR Implementation Programme Fellows and the other members of the RePAIR Implementation Programme Regional Delivery Teams.
• Support and build on the log of RePAIR Implementation Programme related activities.
• Report risks in the delivery of RePAIR Implementation Programme in a timely fashion.
• Note taking at meetings and distribution of notes to relevant parties as required.
• Act at all times as an Ambassador for the RePAIR Implementation Programme

LEGAL & ETHICAL

• Maintain high ethical standards both personally and professionally, showing integrity, reliability, trustworthiness and at all times role model partnership working and collaboration.
• Communicate sympathetically.
• Compliance with HEE national policies and procedures, including Health and Safety and Freedom of Information Act 2000 and GDPR
• Self-manage daily workloads effectively and act as a role model and being accessible to relevant colleagues.

ADDITIONAL INFORMATION

Health and Safety at Work Act
The post-holder is required to take responsible care for the health and safety of him/herself and other persons who may be affected by his/her acts or omissions at work. The post-holder is also required to co-operate with the Trust or HEI to ensure that statutory and departmental safety regulations are adhered to.

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⁶ Membership of a RePAIR Regional Delivery Team will comprise, as a minimum, the following: Lead Regional Dean for RePAIR Implementation Programme, HEE Regional Lead Nurse or Regional Lead AHP, four regional RePAIR Fellows, RePAIR Implementation Programme Academic Advisor, RePAIR Implementation Programme Manager.
## PERSON SPECIFICATION

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<thead>
<tr>
<th>Criteria</th>
<th>Essential/Desirable</th>
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<tbody>
<tr>
<td>The post-holder will be either a registered nurse, midwife, allied health professional, working clinically with students studying programmes leading to registration in one of these regulated professions, or a member of staff at an HEI delivering one of these programmes.</td>
<td>Essential</td>
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<td>For a secondment the post-holder will be employed in the NHS at Band 7 or Band 8a or equivalent in an HEI.</td>
<td>Essential</td>
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<td>For a secondment the post-holder will have secured permission from current employer for a minimum of one year.</td>
<td>Essential</td>
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<td>Available to travel extensively across the region and attend national meetings.</td>
<td>Essential</td>
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<td>Highly developed organisational skills are required to balance and prioritise workload.</td>
<td>Essential</td>
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<td>Ability to work as part of a team</td>
<td>Essential</td>
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<td>Effective communication skills</td>
<td>Essential</td>
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<td>A self-starter and self-sufficient in terms of use of technology.</td>
<td>Desirable</td>
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<td>Ability to work calmly under pressure, whilst maintaining accuracy.</td>
<td>Desirable</td>
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<td>Management of accurate records on a regular basis.</td>
<td>Desirable</td>
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<td>Ability to deal with individuals and groups face to face or on the telephone.</td>
<td>Desirable</td>
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<tr>
<td>Negotiating skills</td>
<td>Desirable</td>
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