



Action Learning Set (ALS) Facilitator - Cohort 8

Development Programme

Closing Date – 16th December 2019





Action Learning Set Facilitator Development Programme

The NHS Leadership Academy is once again delighted to offer the opportunity for suitably qualified individuals to be part of our Action Learning Set Facilitator programme.

- Do you have experience and understanding in development practices such as coaching, mentoring or experiential learning?
- Are you motivated to further your own personal learning and development?
- Are you an advocate of action learning as a mode of development?

This exciting, challenging and rewarding opportunity not only provides you with high-quality personal development, but also puts you at the heart of developing the future leaders of the NHS on our [Graduate Management Training Scheme \(GMTS\)](#).

If you believe that you have what it takes to commit your time, energy and experience to supporting the development of our 2020 GMTS trainees – by ensuring that this critical part of their growth as future leaders is based upon real experience of the NHS – then this is the opportunity for you!

The importance of action learning in supporting trainees to develop is unquestionable. In sets, the participants develop the skills, knowledge, attitudes and ability to become effective learners and reflective practitioners. Sets also support them in becoming leaders of the future with the skills to influence effectively in ways that maintain and promote the values of the NHS.

We want to identify and develop a faculty of ALS set facilitators that is drawn from across the whole landscape of health and care. Our aim is to develop a team of facilitators from the NHS – to grow skills **within** as opposed to purchase them on a consultancy basis. Our faculty of ALS facilitators will be drawn from those that can demonstrate not only group facilitation and non-didactic learning skills, but also bring useful perspectives from experience and day jobs.

In return for the commitment to being part of this important work, successful applicants will benefit from a comprehensive programme of support and development leading to an NHS Leadership Academy certificate in ALS Facilitation.

You can read the experiences of some of those who have previously been through the ALS Facilitator programme [here](#).



Who is eligible?

The Academy is currently seeking up to 32 facilitator roles for March 2020.

Previously it has been identified that the programme benefits from having facilitators from a range of roles from across health and care. Previously we have had successful applications from roles that include GP, Director of Nursing, Lecturer, GMTS graduate, Policy Manager, Organisational Development Facilitator, Programme Lead and Director of Finance. And alumni from the NHS Leadership Academy programmes, in particular the Elizabeth Garratt Anderson and Nye Bevan programmes. These roles are only provided as examples and we welcome applications from across health and care who meet the applicant criteria.

Key criteria for suitable applicants is:

- An advocate of action learning as a mode of development
- Experience and understanding of other non-didactic development models (e.g. coaching, mentoring, experiential learning)
- Evidence of personal development and a clear desire to further their own learning and development
- Exemplary behaviours, consistent with the NHS constitution and values
- Has the clear support of their Trust and can commit both time and effort to the development and delivery of the programme

Applications will be assessed against the criteria in the [Role Specification](#) document. Please refer to this for more detailed information.



Benefits of the ALS Facilitator programme

For the individual

- Developing a new set of skills that can be transferred back into your day-to-day job. For example; facilitation skills for meetings, understanding group processes, working with people with diverse perspectives, and learning how to become more effective at supporting colleagues and teams
- Learning and networking with other facilitators and peers from different locations, backgrounds and roles
- High-quality and professional personal development which is fully-funded, delivered and supervised by world-class experts from the NHS Leadership Academy
- Being able to learn new approaches and perspectives from some of our brightest future leaders of the NHS
- Being an integral part of the journey of our graduates and seeing their transformation and development as they progress through the scheme – previous facilitators have commonly spoke of feelings of reward, inspiration and privilege at being part of this journey

For the organisation

- The development of new skills that an individual can transfer into their own role to improve the effectiveness of teams, processes, and ultimately patient experience and outcomes
- Individuals gaining a new set of developed skills that can be shared widely with the organisation and taught to others for wide reaching improvement
- A new sense of perspective in individuals that can be utilised to improve collaborative working across teams and organisations

The programme

The Action Learning Set Facilitator programme comprises a number of elements, including a facilitated 3-day development and orientation programme; action learning set facilitation, structured buddy observation and feedback opportunities and practice supervision groups.

The overall aim of the programme is to support participants to develop high-level facilitation skills for supporting action learning within the NHS. By the end of the programme, (including supervision groups) you will have:



- A range of frameworks and strategies for working with action learning sets effectively
- Increased confidence in managing challenging group dynamics
- Increased self-awareness through experiential learning and feedback from colleagues and facilitators
- An on-going support network through supervision, learning sets, and buddy relationships
- Supported a cohort of Graduate Management trainees to solve challenging workplace issues, give and receive feedback from others, and increased their ability to coach peers
- Increased your own capacity to give and receive feedback, coach others, and provide support and challenge to graduate trainees

Once selected, applicants will undertake a 3-day development and orientation programme delivered by Academy Faculty. After this, you will work in pairs and lead a Learning Set of your own whilst being supported in your development by another ALS facilitator working as your 'buddy'. You, in turn, will be the developer working as a 'buddy' to another colleague.

There will also be regular practice supervision meetings lead by our experienced Academy Faculty to support you in your role and to help you hone your ALS skills.

Time commitments & requirements

After the initial online application, a shortlisting process will take place and candidates will be invited to attend an interview on one of the following dates:

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|---|------------------------|
| • 20 th January 2020 (Leeds) | Interviews & Selection |
| • 21 st January 2020 (Leeds): | Interviews & Selection |
| • 22 nd January 2020 (Leeds): | Interviews & Selection |
| • 24 th January 2020 (Leeds): | Interviews & Selection |
| • 27 th January 2020 (London): | Interviews & Selection |
| • 28 th January 2020 (London) | Interviews & Selection |

(You will only need to attend one of the dates above but please hold 2 dates in your diary)

All applicants **must** be able to commit the following fixed dates to their diaries before submitting an application:

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|---|--|
| • 15 th – 17 th April 2020 (Leeds): | 3-day Facilitator Development |
| • 19 th June 2020 (Leeds): | 1 st ALS Set Meeting |
| • 3 rd July 2020 (Leeds): | 1 st ALS Set Meeting |
| • 6 th July 2020 (Leeds): | 1 st Facilitator Peer Supervision |



In addition to the dates above, you will need to commit to a further **22 days over 2 years** (27 days in total) in the period November 2019 to September 2021 (these additional dates are negotiable). This is to ensure that the ALS required elements of the programme and appropriate ongoing developmental support of the faculty is fully met.

Application process

All applications must be received by **23:59hrs on 16th December 2019**.

Applications will only be accepted via the NHS Leadership Academy's NHSx digital learning and applications space, which can be accessed [here](#). If you don't already have an NHSx account you will need to register for one, which should only take a few minutes.

In addition to completing all required fields on NHSx, applicants will also be required to upload the following documents, as detailed below:

- A brief resume/CV of no more than 2 sides of A4 in length
- A personal statement, of no more than 500 words, describing:
 - **Your personal motivations for applying to become a GMTS Set Facilitator** (250 words)
 - **Your most relevant experience and achievements in this area** (250 words)
- Indicate if you would or would not be able to participate in a March 2020 intake if required
- Signed Terms and Conditions by your manager

Once all the above have been received your application will then be acknowledged as fully completed.

Further information

Should you wish to discuss any aspect of this further, or have any questions, please do not hesitate to contact the team:

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