

[Please delete this text before sharing.]

This is an example co-trainer job description for The Oliver McGown Mandatory Training on Learning Disability and Autism.

Organisations can use this as a template and adapt it to reflect the jobs they create.

Note: the salary for this role is expected to be paid at a minimum level of NHS agenda for change band 5 or equivalent.

It has been reviewed by autistic people and people with a learning disability.

We welcome feedback and comments to ommtprogramme@hee.nhs.uk



Health Education England

The Oliver McGowan Training on Learning Disability and Autism

Expert with lived experience co-trainer

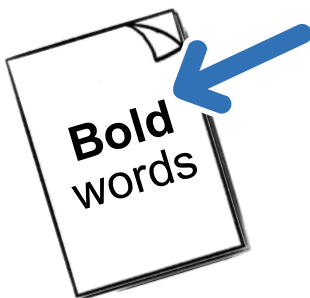
About this job



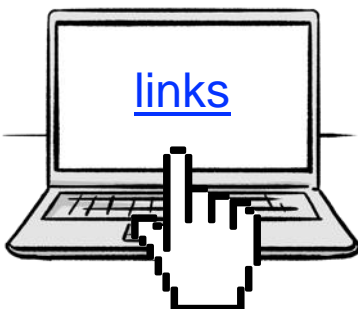
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Contents

| | |
|--|----|
| Introduction..... | 4 |
| About the job | 5 |
| Who we are looking for..... | 11 |
| What you will need to do in the job..... | 18 |
| What is good about this job | 24 |



In this Easy Read document, hard words are in **bold**. We explain what these words mean in the sentence after we have used them.



Some words are [blue and underlined](#). These are links that will go to another website which has more information.

Introduction



We are looking for someone to start a new job with us as an **expert with lived experience** co-trainer.

An **expert with lived experience** knows a lot about something because they have lived with it in their life.



We will explain what this job is and the skills you will need.

About the job



The job is called expert with lived experience co-trainer.



The job is to train people who work in health and social care about learning disabilities and autism.



The training is called **The Oliver McGowan Mandatory Training on Learning Disability and Autism.**



The **Oliver McGowan Mandatory Training on Learning Disability and Autism** was set up after Oliver McGowan died in a hospital. Oliver was an autistic person with a learning disability. His death might have been stopped from happening.



The training will help health and social care staff to better understand the needs of people with learning disabilities and autistic people.



We will help you to feel welcome from the day you start the job so you can do the job as well as you can.



We will teach you how to do the job.



We can change the job to help you do it - this is called making reasonable adjustments.



There will be people working with you in a team who will support you to do the work.



The training includes:

- Understanding learning disability.



- Understanding autism.



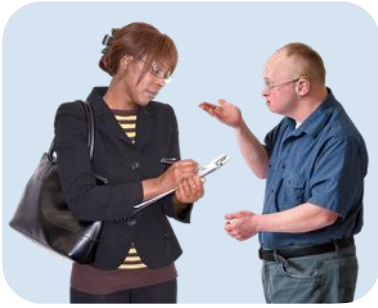
- How to make changes to support people - these are known as reasonable adjustments.



- Supporting people with a learning disability.



- Supporting autistic people with mental health conditions.



The training also includes:

- How to talk and listen to people with a learning disability or autistic people.



- Supporting young people with a learning disability.



Your job will be to help people understand how to do these things.



The training you give will be online or in person.



You can choose if you want to do online training or in person training.



[conditions on working hours to be added here]



[information about working hours to be added here]



You will work with a team of trainers.



You will be helped to run the training sessions by another trainer.



You will always work with at least 1 other person. You might have another person with you to support you too.



Once you know how to give the training, we might ask you to train other people on how to give the training.

Who we are looking for



Below we will tell you about the type of person we are looking for to do this job.

Your skills and what you can do

You must be able to:



- Talk in front of people.



- Give good training to people.



- Listen to people well and understand what they are saying to you.



You must be able to:

- Learn what you need to do to give the training.



- Be ready and organised for the work you do.



- Organise your time so you can get your work done.



- Know what you need to do in your team and work well with them.



You must be able to:

- Work well with different types of people.



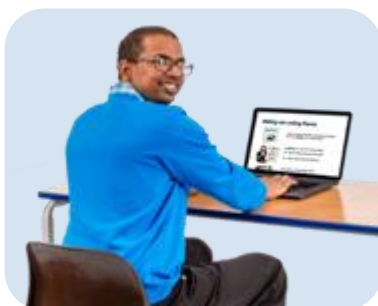
- Tell people difficult information in a positive way.



- Deal with the people you are working with in a respectful and polite way.



- Do your work in a careful way and spot any mistakes you make.



- Use computers to do your work, like using Microsoft Teams or Zoom and sending emails.



You must be able to:

- Travel to different places across your region to do the training - a region is a large area, like London or the North West of England.



- Understand what you need to do for health and safety when you are giving the training.

These skills and experiences will help you but you don't need to have them to apply for the job:



- You have shared ideas and information in front of other people before.



- You are confident with using online technology, like Microsoft Teams.



- You are able to deal with some pressure. This job might be difficult at times.

Things you are or have done before

You need to:



- Have a learning disability or be an autistic person.



- Be interested in giving training to health and social care staff.



- Understand what confidentiality means - it means keeping information about other people private and safe.

It would be helpful if you have:



- Worked in a job where you needed to be respectful and polite to people you were giving a service to.



- Given training to others.



- Worked in health or social care.



- Worked in a team.



- Worked in a busy job.

Your education and training

You need to:



- Have a good level of education (English and Maths).

OR



- Have a learning disability.

OR



- Be an autistic person.

What you will need to do in the job



This is some information about what you will need to do in this job.

Who you will work with

You will work with:



- Other people in your team, like trainers and office staff.



- The people who you are giving the training to.



- People who work in health and social care organisations, like doctors, nurses, care workers, office staff and kitchen staff.

How we will help you

We will help you to:



- Talk about what your life is like being autistic or having a learning disability.



- Talk about important information.



- Be comfortable with talking in front of groups of people.



- Be good at talking and listening to people and making them feel welcome.



- Answer questions about your experiences in your life.



We will help you to:

- Get to meetings and training on time.



- Be trusted with private information.



- Work well with other people in your team and give them support.



- Talk positively about The Oliver McGowan Mandatory Training.



- Tell us if you know about any problems with the training.

What you will do in the job

We will help you to:



- Work with other trainers to give training.



- Take part in meetings and training to get better at being a trainer.



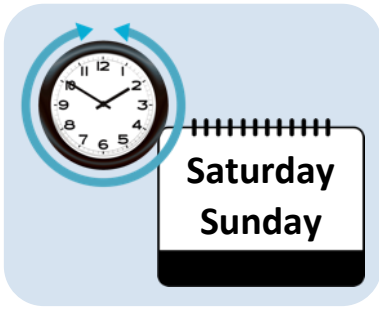
- Be in the right place to give training at the right time.



- Tell us what we are doing well and how we could make the training better.



- Deal with things that you don't expect to happen with support from your team.



We will help you to work at different times of the day and at weekends.

What you will be in charge of doing

We will support you to:



- Do your daily tasks.



- Think about how well the training you did went and share what you think with your team.



- Help new people who are starting a job with us to know what to do and settle in.



- Help new trainers to get better at their job.

Making the job better

You will be supported to:



- Give your ideas about how to make the training better.



- Help new members of the training team to feel welcome.



- Help new members of the training team learn how to give the training.

What is good about this job

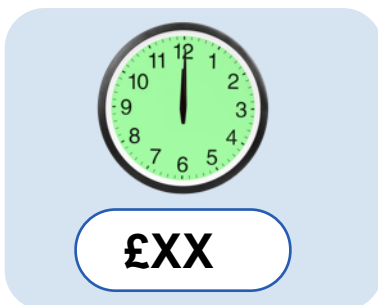
Information about this job:



- If you work full time, you will work for XX hours a week. You can also work part time if you want to.



- Your pay will be £XX a year to start if you work full time. This is before any tax is taken off.



- This works out as £XX an hour.



- If your job is in the NHS, this will be a band 5 job.



- If you work full time in the NHS, you will get XX days of paid holiday and all bank holidays off work, like Christmas Day when lots of services close.

Other good things about this job

The job can help you to:



- Feel good about your work.



- Learn new skills.



- Give very good training.

This job can help you to:



- Make people's lives better.



- Meet new people.



- Get other jobs in the future.

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