

A DAY IN THE LIFE OF (Jo Virgo)

(Training & Development Consultant/OT)



My role involves the development, design, planning, and delivery of training to both ESCC employees and the Independent Care Sector. My subject areas include: Falls Prevention, Deaf and Hard of Hearing awareness, Entry-Level Daily Living Equipment (DLE), Reablement and Dementia. Subject areas are continually expanding as and when new training needs have been identified. This is a very creative and flexible role which I find extremely rewarding. Each day is different and can include the delivery of 'live' training sessions (in-person or via TEAMS) to diverse learner groups (including HCPC registered staff). The following describes a typical non-training day:

09.00

Check emails for any queries relating to potential training requirements (training is not always the solution), or ongoing projects and to respond as soon as possible.

10.00

Marking of delegate workbooks/online assessments submitted the previous week following courses completed. Workbooks evidence whether learners have understood the course content. Completion of the course register and send to admin to update the East Sussex Learning Portal (ESLP). Learners can then complete feedback on the courses and receive their course certificate for their CPD.

11.00

Review feedback for previous courses. This evaluation enables reflection and continuous improvement of training content and method of delivery.

12.00

LUNCH

13.00

Meeting for a group project where organisational data has highlighted that there are training needs around a particular area. This involves working in collaboration with other ESCC colleagues to develop training that will address these needs effectively and efficiently.

14.00

Dedicated time to working on the development of new courses where training needs have been identified. This involves; research (NICE guidelines, Journal Articles etc) to ensure training content is accurate and up to date. How to deliver the training is where the creative bit comes in through the development of several engaging group and individual activities that will foster learning and reflection. Embracing digital learning (since COVID) has offered many opportunities around the delivery of content. Creating ways to evaluate learning is also part of the role that enables us to ensure that training has been effective.

15.00

16.00

