

## **The *nipecdf* guide to help employers and managers – a valuable resource**

Most good employers create a culture where the learning and development of staff is valued and promoted. Such organizations will have formal means of identifying and evaluating development needs.

The *nipecdf* can help you as an employer or manager to create this culture which promotes and values staff development and learning in the workplace. Your organisation is first and foremost a place where people work but it is also a place where people learn and develop. This combination of work, learning and development will promote quality care.

Each registrant is responsible for their personal and professional development but employers and managers also have a responsibility to provide and support opportunities for staff development and updating.

### **As an employer/ manager how can I encourage a culture of learning and development in my workplace?**

You can create a culture of learning and development in the area you manage, by encouraging staff to see this as a mix of:

- Work-based, everyday activities
- Formal learning activities

Learning and development is something that your staff should view as part of day to day practice.

You can provide the best possible support for your staff by ensuring that everyone has access to timely learning and development opportunities appropriate to their workplace. This will motivate staff to contribute more effectively to the overall organisational goals and improve the standard of care given.

### **As an employer/ manager you can promote a culture of learning and development with the support of the *nipecdf* by:**

- Encouraging all forms of learning and development
- Allowing staff to discuss and challenge issues openly and honestly

- Placing value on work-based learning and providing the time for this
- Promoting reflective practice as an everyday event
- Developing a culture where blame and shame is minimized
- Encouraging change within the organization
- Promoting innovative practice

**As an employer/ manager how can I promote staff learning and development within my organization with the help of the *nipecdf*?**

As an employer/ manager you will want systems in place that support and maximise the learning and development of your nursing and midwifery workforce. The five components of the *nipecdf* guide are:

- Portfolio development
- Individual performance assessment
- A range of learning activities
- Career enhancement and development
- New role development

They are commended to all employers and managers of nurses, midwives and SCPHN's. In addition, every individual registrant can create their own portfolio location to support and maximise their own learning and development.

You can do this by;

- Developing a range of policies that promote and support the learning and development of all staff on an ongoing basis.
- Striking a balance between the organizational training needs and the learning needs of individuals
- Being well informed about a wide range of relevant courses and other forms of updating for staff
- Investing in work-based learning activities such as action learning sets, clinical supervision systems and the support and development of mentors
- Ensuring all staff have appropriate access to opportunities to update their knowledge and skills

- Evaluating the outcomes from learning and professional development activities to identify the most appropriate and cost effective methods
- Promote and support the use of the [nipecdf](#) resource

### **As an employer/ manager why should I support portfolio development in my organisation?**

Portfolios help maximise the benefits of learning and development. They also help individuals to gather evidence to show how they have developed and what they are achieving.

Some employers already use this activity as part of staff induction and development programmes.

By valuing and encouraging portfolio development in your organization you will help your staff to:

- Gather evidence of ongoing professional development which meets their NMC requirements to renew their registration every three years
- Identify their learning and development needs
- Prepare for their appraisals and KSF development review
- Become reflective, life-long learners

In order to support staff build professional portfolios you will find the NIPEC portfolio guide helpful. Click [www.nipec.n-i.nhs.uk](http://www.nipec.n-i.nhs.uk)