

## **Project Name: Mentor Awards Ceromony**

### **Amendment History:**

Version	Date	Reason for Amendment
No. 1	19 <sup>th</sup> August 2009	

**Name of Project Manager &  
Contact Details: Robert Dudley**

### **Document Distribution**

<i><b>Name</b></i>	<i><b>Location</b></i>	<i><b>Responsibility</b></i>	<i><b>Action/Information</b></i>
Debbie Lambert	LLN	Manager of the LLN	For information
Geoffrey Elliott	UW	Members of the Steering Group	To approve the proposal
Chris Morecroft	WCT		
Ian Peake	HCT		
Mike Rookes	OU		
Gail Rothnie	UoB		
Donna Obrey	LLN	Project Officer for the LLN	To track and monitor project

### **Background**

Since 2009 the university, in partnership with the local hospital, community and Ambulance Trusts has recognised the achievements of workplace mentors through an Award ceremony. The event recognises the outstanding work that mentors do to support the University students with their professional practice which amounts to 50% of their total programme.

### **Objectives of the Project**

- To recognise the achievements of workplace mentors
- To enhance employer engagement in health and social care
- To forge stronger relationships with practice partners
- To demonstrate strong link with employers

### **Project Approach**

A steering group has been established which is chaired by Robert Dudley and includes staff from nursing, midwifery and paramedics. The group also includes Practice Facilitators who are representatives of the local Health Care Trusts.

## **Scope:**

### **A Key Products from the project**

The project monies support a well organised and well managed Awards ceremony which will recognise the success of work place mentors and will demonstrate very effective partnership arrangements between the university and local employers.

### **B Out of Scope**

## **Constraints**

Lack of funding to provide a professional approach to the Awards Ceremony

## **Initial Project Case**

The project will enhance relationships between the local Trusts and the University. It could potentially increase placement opportunities for university students who embark on health and social care related programmes.

The project will recognise the outstanding contribution workplace mentors make to the delivery of health relate programmes and the work they do towards maintaining high standards of practice.

## **Benefits of the Project**

- To recognise the achievements of workplace mentors
- To enhance employer engagement in health and social care
- To forge stronger relationships with practice partners
- To demonstrate strong link with employers
- To increase number of workplace opportunities for health care students

## **Key Assumptions**

- There is sufficient interest from practice partners to nominate outstanding mentors
- There is sufficient interest from the media to support the event

## **Timescale**

The event will be held on the 1<sup>st</sup> October 2009

## **Costs**

The Awards steering group has asked for the sum of £700 to support the event

## **How will the project be evaluated?**

- Evaluation sheets will be placed on the tables and participants will be asked to provide feedback on the event.
- There will be a post-event meeting to discuss strengths and weaknesses

## How will the project be sustained?

This is a one off request.

## Implications for Equality & Diversity

The nominations for the Awards are open to all

## Initial Risk Log

The following table summarises the risks that have been identified that may prevent the project being completed to the required quality, budget and timescale. The probability and impact of each risk has been graded as low, medium or high to indicate the relative importance attached to each element of risk.

<b>Risks</b>	<b>Probability</b>	<b>Impact</b>	<b>Containment Plan</b>
Lack of interest by mentors	low	high	Intensive marketing strategy
Lack of interest within Trusts to nominate staff	low	high	Encourage practice facilitators to pass on the information

## Project Team

Robert Dudley  
Sharon Harding  
Sue Thomas  
Lisa Panzavecchia  
Jayne Edwards  
Liz Davies-Ward  
Joanne Gibbs  
Alison Gayton