

## Stepping Into My Shoes



## Line Managers Guide

### **What is Stepping into My Shoes?**

It is an informal staff development opportunity that can be used to support the appraisal and personal development.

The scheme involves creating an 'interchange' of learning experiences and is a simple concept of matching learners and sharers together with the intention of a mutual learning opportunity. The Learner shares what they are looking for in terms of experience in another organisation while the Sharer reveals their skills and knowledge and in what capacity.

Some organisations already have similar schemes within their own organisation, however, this expands the range of opportunities to include organisations from health and social care and across different sectors e.g. hospital, general practice, community health, mental health and councils.

### **Who should participate?**

The scheme has been developed to support local leaders to work together, learn and share knowledge from across the system to create public services that are more integrated based on the needs of the local population. It is therefore a leadership development opportunity, however, our Bedford, Luton and Milton Keynes (BLMK) Leadership and OD Plan values collective leadership, recognising that leaders exist in all levels of our organisations. The scheme would therefore benefit those staff, clinical and non-clinical, that have identified leadership development within their personal development plans, and particularly those staff that are supporting integrated ways of working across organisations and health and social care sectors.

### **Where is this being offered?**

This is an Integrated Care System (ICS) scheme being offered in all locations across Bedford, Luton and Milton Keynes. Health and social care organisations (apart from Bedford Borough Council - pending decision) have agreed to take part in the scheme.



## Line management feedback

6 months after the Stepping into my Shoes initiative takes place, line managers will be asked for their comments on the real impact of the initiative for their staff, their work, and their relationships with ICS partners. This will help to illustrate the real benefit of the initiative on the ground.

### What do staff who have already taken part in the scheme have to say?

*“Although both of us work in the Luton area we do not know how we both support the same community, which we do and as we get closer alignments across health and social care there will be more awareness of what we each do and also how we can support each other going forward.”*

*“Gives me clarity on others role and who to go to - change happens through relationships and conversations and trust is built that way”*

*“Moving forward I will feed back to the team I work around what I observed and further discussion around the impact on GP time and the need for social care input to GP surgery's”*

*“Gives the chance to ask the questions about how things operate for others perspective”*

## The Process

- Individuals will be asked to complete a short survey to outline interest in taking part; whether they would like to take part as either a learner or sharer or both; an indication of where they would like to be matched up to.
- Once completed the surveys will be used to undertake a matching process. Where an obvious match is found individuals will be notified of who they will be matched to and asked to make their own local arrangements to undertake the Stepping into my Shoes exercise within a reasonable amount of time.
- Where the matching of individuals is not clear, named contacts in participating organisations will be asked for assistance to help find a match.
- At the same time of notification of the matching process a short evaluation survey will be issued to individuals seeking feedback on their experience, what they learnt, what was achieved and any actions they will be taking forward as a result of the initiative.
- An evaluation of the scheme will be undertaken which will include case studies based on feedback to help illustrate the benefits of the initiative going forward.
- A follow up survey will be sent to line managers 6 months after the matching process to gain feedback on how the Stepping into my Shoes initiative has impacted on their member of staff, their work and the wider ICS.

### In taking part in Stepping into My Shoes staff agree:

- To take part within timelines outlined in the scheme.



- To obtain Prior agreement from their line manager and adhere to organisational study leave policy.
- Not to disclose sensitive / private/ confidential information gained whilst undertaking the initiative.
- To provide feedback via the completion of a short evaluation survey.

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