

Why do Learning Contracts Matter?

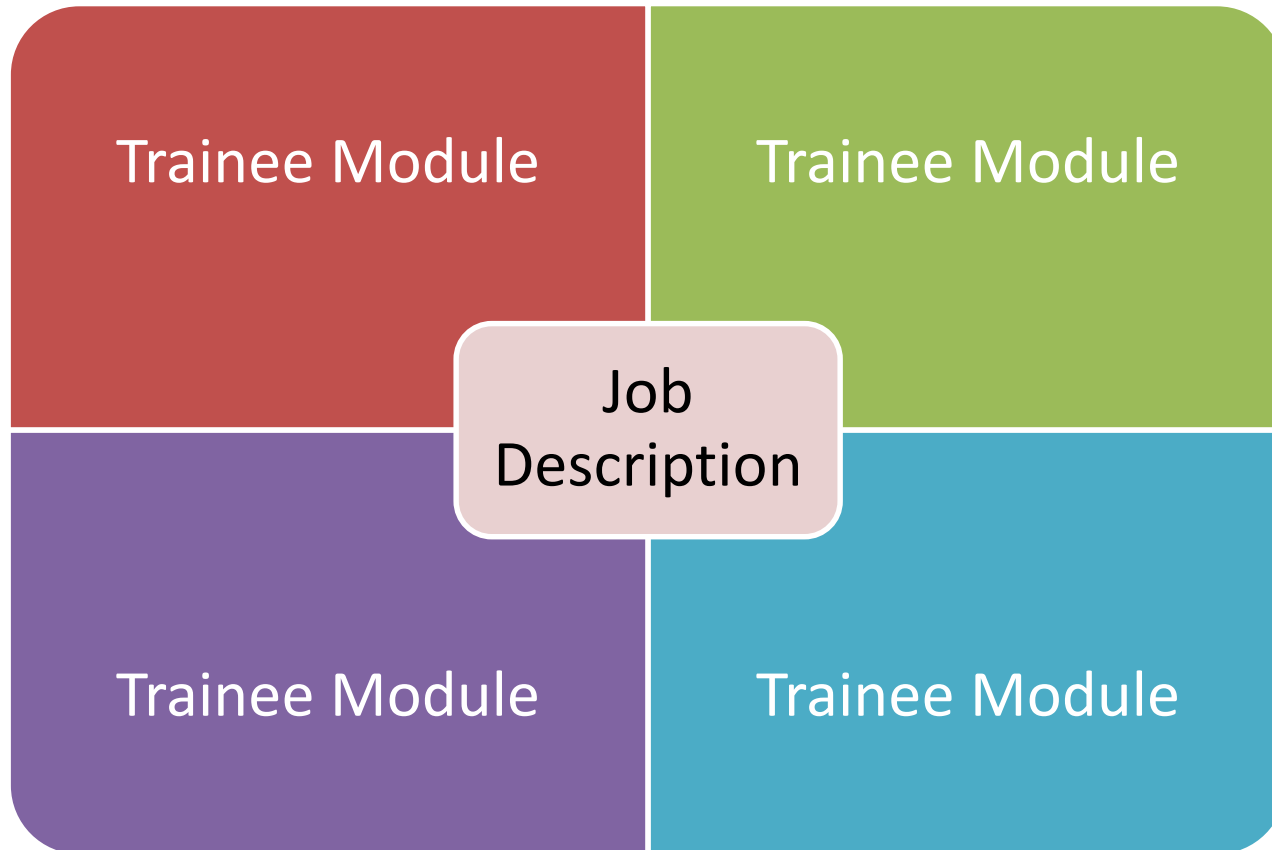
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What is a Learning Contract?

- Agreement put in place to clearly define the responsibilities of the trainer and the trainee in the learning/training process.
- It is used to communicate the expectations for all parties (what the trainee will learn, how the learning will be accomplished and how it will be assessed).
- Details timescales for completion of training and expected outcomes (e.g. after 3 years, registration as a Clinical or Healthcare Scientist).

Why are Learning Contracts Important?

- They allow trainees to take responsibility for their own learning and development by recognising and taking advantage of all opportunities to learn.
- Encourages trainees to become independent learners which is important for personal and professional development.
- Helps to ensure commitment from both parties to ensure that all responsibilities and expected outcomes are achieved.



Making Learning Contracts work



- **Much of the learning will be self directed**- prioritise your time so that all objectives are completed on time- it is your responsibility to complete your training. The TO is there to guide you to help you achieve this.
- **Take all available opportunities** to aid your learning
- **Communication** (supervisor, other team members, training officer)
- **Don't be afraid to ask for help**, clarity if anything is unclear
- **Know the staffing structure in your lab** so if you need to raise a concern and your TO isn't available you know who to go to.
- **Be clear on your aims and objectives**

- **Produce training plans and timetables for the trainee to follow.** Make sure learning objectives are achievable
- **Assign appropriate supervisors** who will be available should the trainee have any questions with areas outside your expertise.
- **Monitor progress** and give feedback through regular meetings
- **Encourage participation** in team meetings and other CPD activities
- **Encourage reflective learning**- important for professional and personal development, allows trainees to reflect on what went well, lessons learned and can help build confidence.
- **Get to know the trainee**, maintain communication, be approachable so that the trainees can come to you if they have any issues/concerns.
- **Be proactive**, take action when required- e.g. if a trainee is struggling to complete competencies, work with them to develop plans to help them complete them.

Successful Learning Contracts- Trainees



Successful Learning Contracts- Trainers

