

Guide to Education Programme Management (Education Administrators)

PROGRAMME DESCRIPTION

The job of a healthcare education administrator is multi-faceted, where one face a variety of challenges which involve the supporting the learning needs of health professionals, curriculum planning and working in a team. The healthcare education administrator role has evolved over the years in tandem with Singapore's evolving complex and changing healthcare environment.

The Guide to Education Programme Management (GEPM) for education administrators is a one-day programme designed for education administrators, to foster their insights and skills needed to deal with the myriad and evolving challenges facing the health professions education. GEPM (admin) is contextualized to Singapore's healthcare administrator's role and health professions education landscape. Experienced faculty and staff construct rigorous learning activities to develop participants' understanding of central issues and 'know-how' concepts for the work of a health professions education administrator.



DURATION: 1 DAY

PROGRAMME CONTENT

This programme comprises the following learning topics:

- NHG Education Landscape
- Roles of an Education Administrator
- Inter-Personal Engagement
- Conflict Resolution
- Trust
- Mental Resilience
- Team Vision Sharing



TARGET AUDIENCE

Administrators who are or will be performing the roles of education administration within their institutions.

LEARNING OUTCOMES

At the end of the programme, participants will be able to:

- Develop understanding of the context of Singapore’s healthcare environment vis-à-vis the need for change and the health professions education landscape
- Develop mental resilience
- Develop understanding of the purpose and roles of an education administrator
- Engage and build inter-personal relationships, and resolve possible conflicts

METHODOLOGY

This programme is designed to be an interactive learning experience for participants. Methodologies used will include:



Interactive exercises -
discussions in small and
large groups



Problem-based learning



Group Presentation

TRAINING CAPACITY

25 participants per run

ABOUT THE ORGANISER

Officially established on 19 July 2002, the NHG College plays an instrumental role in facilitating the continuous learning and development of our workforce, as well as, promoting systems improvement and driving leadership development in NHG Health. NHG College collaborates with renowned institutions and industry partners to build the pipeline and collective capacities of our leaders, educators, healthcare professionals and staff to support NHG Health in serving and managing the health of our patients and the population.

For enquiries on Education and Faculty Development courses, please visit our website by scanning the QR code below or email us at: nhggroup.college@nhghealth.com.sg

