#### **JOB DESCRIPTION**

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| 1. **JOB IDENTIFICATION** | |
| Job Title: | NHSGGC Corporate AHP Strategic Lead for Education, Research and Innovation |
| Responsible to  (insert job title): | AHP Director |
| Department(s): | AHP Corporate |
| Directorate: | NMAHP Directorate |
| Operating Division: | Board Services |
| Job Reference: |  |
| No of Job Holders: | 1 |
| Last Update (insert date): | 19/08/24 |

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| JOB PURPOSE |
| As a key member of the AHP Corporate team the AHP Strategic Lead will support the AHP Director in setting and implementing the strategic educational direction of the AHP multi professional workforce. The role will support innovative growth of professional, clinical and research practice across the AHP workforce in NHSGGC, in line with local and national policy drivers.  The post holder is accountable for both, education governance and research of AHP practice across the organisation, professionally leading the delivery, planning and development, monitoring and review of AHP multi professional services. This includes development, interpretation and implementation of national and NHS GG&C policy in relation to these services.  The AHP Strategic Education Lead is required to provide strategic leadership and educational governance across 12 professions (3,271 AHPs) within NHSGGC. This strategic ambition will enable the creation of a “NHSGGC Centre of Excellence for AHP Education Learning and development” with expert in-house programmes enabling our AHP workforce to deliver on all Board/ Public Health priorities. The post holder will be involved in the development of an AHP research and innovation strategy, including the support to doctoral students. This role will develop Advanced/Consultant Level practice to equip and support a whole systems approach and implement the aspirations of NHSGGC “Moving Forward Together” priorities across all Acute services and HSCPs. e.g., Parkhead Hub initiative.  This role will support and enable the 12 AHP Professional Leads to deliver on a comprehensive education analysis and education delivery plan through a collaboration and commissioning approach with Higher Education Institutions Advanced Practice modular programmes to ensure delivery of our service models.  The post holder will have responsibility and lead NMAHP programmes for the board. This includes Transforming roles, AHP Advanced Practitioners (AP) / Advanced Clinical Specialists (ACS), Frailty Practitioners/ Acute critical care practitioner and research and innovation.  The post holder will work in partnership with wider AHP professional networks across NHSGGC, Acute and HSCPs in line with good practice and educational development requirements, to develop cross system initiatives and enhance collaborative working across all areas of AHP’s. This includes providing direction and guidance on educational issues by establishing effective governance and regulation systems, developing policy and establishing an effective and highly skilled AHP workforce, underpinned by sound effective research and evidence based clinical care and professional standards for safe, effective, person-centred care, in accordance with National Strategy’s.  The principal objective of the post is to lead, inspire, direct and promote systemic educational improvements in clinical care and healthcare quality to AHP staff within the organisation and to foster a ‘learning and research-based culture which values continuing professional development and strives for excellence in all aspects of the delivery of patient safety and care. The AHP Strategic Educational Lead is responsible for the expert advice and leadership relating to specific programmes of work within the Directorate including:     * Transforming Roles, Advanced Practice, Research & Innovation * Professional AHP Leadership, regulation, policy and transformation * Health and Care (Staffing) (Scotland) Act (Duties aligned to training) |
| ROLE OF DEPARTMENT |
| The NMAHP Directorate provides professional leadership for the AHP Services of NHSGGC and develops effective policies and strategies so that the best professional standards which underpin excellent outcomes for patients are deployed in all services. It provides expert professional advice to the Board on statutory and regulatory AHP requirements and assuring the Board of their delivery. It also supports AHP Workforce planning and the inter-relationships between undergraduate education and postgraduate training and education to deliver a workforce that meets the needs of NHSGGC. The service incorporates service management, planning and development within a defined budget and within a multi-professional framework. All staff within the service must comply with NHS GG&C Policies, in addition to complying with Professional Standards and Rules of Professional Conduct. All qualified professional staff must hold a valid registration with the Health and Care Professions Council (HCPC).  The Directorate provides professional leadership for the AHP function across NHS Greater Glasgow & Clyde in line with national and local strategies to develop effective policies and strategies so that the best professional standards which underpin excellent outcomes for patients are deployed in all services.  The post holder will work directly with the AHP Director and be part of the senior NMAHP leadership team. The post holder will work to ensure priorities and strategic targets for the directorate are managed and met covering a range of cross-portfolio projects.  The post holder will be required to engage, negotiate and collaborate in a wide range of professional groups, stakeholders and organisations across NHS Scotland and in doing so provide highly specialist professional advice to ensure the development of high quality, innovative, cost effective and safe patient centred care. |
| 1. **ORGANISATIONAL POSITION** |
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| 1. **KEY RESULT AREAS** |
| **Professional Leadership and Strategic Planning**   * Provide professional leadership driving forward strategic change within AHP workforce. This will involve providing strong and consistent leadership and management to facilitate positive dynamic and innovative growth of professional and clinical practice and develop the future workforce in NHSGGC * Lead and influence the development and implementation of a transformational educational programme which embeds a culture of continuous quality improvement and is in line with NHSGGC objectives and national direction * Develop the Advanced Practice long term strategy in partnership with stakeholders, including the Acute Directorates/HSCPs, identifying interdependencies across projects/functions and the potential impacts on the wider organisation. Provide effective professional leadership and governance to the AP teams across the Board. * Develop and lead the NHSGGC AP trainee and qualified AP forums reporting as appropriate in collaboration with the Scottish Academy (Jubilee) and West of Scotland for Advanced Practice * Facilitate a Board -wide process to ensure the required 6 monthly bipartite meetings between the   AP lead and the NMAHP AP Faculty to assess trainee progress is operationalised.   * To be an available knowledge resource in how to initiate and manage the impact of change. * Provide support for the development Capability frameworks /clinical skills and competencies within the NMAHP workforce * Develop and maintain effective working relationships with local HEI providers whilst considering the financial implications and alternative methods of learning * Commission and develop post registration education programmes ensuring quality and value for money * Exercise responsibility for ensuring corporate AHP educational polices are reviewed, published, disseminated and implemented as well as identifying where new policies may be required, in partnership with key stakeholders * Add professional bodies, hcpc and prescribers   **Research and Innovation**   * Lead the development of an AHP Research and Innovation strategy alongside the board’s transforming roles and advanced practice agenda * Work in partnership with Higher and Further Education Institutes, NHS Education for Scotland (NES) and the Scottish Government to ensure delivery of educational programmes that meet the statutory requirements of pre and post AHP education and provide a workforce that is responsive to the needs of AHP Services across NHSGGC * Support the board’s ambition in developing the research, education and career framework and pathways from HCSW to AHP consultant * Build and develop research capability and capacity by ensuring effective contribution to local educational planning and development * Provide expert mentoring and support for doctoral students   **Education Learning and Development**   * Hold a Board portfolio on behalf of NHSGGC for all AHP professions including any new AP role developments e.g. paramedics. * The post holder will develop and Clinical skills/ Education Suite linking with NES HEIs/ Scottish Academy. * Lead, develop and implement an AHP educational strategic framework to enhance and expand advanced clinical practice roles and skills strategically across the Board * Review the delivery and evaluation of education and training programmes relating to the AHP Workforce role, linking with Scottish Academy for Advanced Practice * To assist and at times be responsible if required for the identification, planning and   implementation of training and development programmes for all AHP staff, ensuring all 4 pillars of practice are included.   * To deliver relevant specialist education both theoretical and within clinical practice to the inter   Clinical Skills Simulation Curriculum and develop AHP Expert Faculty linking with NES /Scottish Academy   * Support the HCS team in regards to the Health and Care (Staffing) (Scotland) Act duties aligned to appropriate training and support a continuous improvement / redesign approach to workforce * Lead and be accountable for the direction and development of professional practice, to deliver high quality, person-centred AHP Services   **Evidence Research and Quality Improvement:**   * Lead Board AHP research and development plans including PhD/ Clinical Doctoral students. developing research development framework. * Oversee support and develop all AHPs involvement in collaborative audit, research and * development into advanced and consultant practice. * Co-ordinate audit, research and development initiatives relating to AHP Workforce.   ensuring integration with key performance indicators   * Contributes to the evaluation of AHP roles in relation to national and local benchmarks * Format, process and analyse data in relation to AHP practice and provide qualitative and   quantitative information for a variety of audiences including oral and written reporting   * Align all outcomes and evidence on the benefits of AHP roles to patients within the national * AP framework and international framework for excellence Pathways providing evidence of AHPs developed to work to the full potential of their scope of professional practice. * Take responsibility for their own learning and performance including participating in clinical   supervision, maintaining a clinical portfolio and maintaining awareness of relevant research  evidence.  **Policy Development, monitoring and Implementation**   * Lead and contribute to the development of national policy when required * Develop and implement the findings of national AHP and other clinical policies * Provide AHP clinical leadership and expert strategic level advice on matters of policy, across GGC * Lead on implementation of national and local AHP strategic plans within care group, ensuring effective collaboration / liaison with senior management colleagues, partner agencies, service stakeholders and multi-disciplinary teams   **Staffing Responsibilities:**    Hold Professional / Clinical / Educational /Teaching responsibility as a Strategic Educational Resource for clinical governance/academic education/ clinical skills/ facilitator and provide professional and clinical supervision to senior AHP staff and students  The post-holder provides professional, clinical and managerial supervision to direct reports and professional supervision to other senior AHPs as above.  **Financial Responsibilities:**  Manage a non-recurring, variable delegated budget related to education and learning specific to advanced practice in relation to a total AHP educational budget across the 12 professions awards for academic projects /research/bursaries /fellowships and Clinical Doctorates.  The post holder will also indirectly influence the AHP Advanced practice workforce budgets within acute and HSCPs e.g. Professionally advising on use of AHP resources in rehabilitation services that are operationally managed across different sectors  The post holder is employed within NHSGGC and there may be a requirement to work flexibly across NHSGGC to meet service demands. |
| **7a EQUIPMENT AND MACHINERY** |
| Principle responsibility for ensuring that systems are in place to monitor care assurance frameworks for AHP practice within area of responsibility  Principle responsibilities to ensure systems are in place to monitor professional practice that requires referral to the Health and Care Professional Council regulatory body (HCPC) and provides assurance on the statutory requirements for professional practice including Reregistration.  The post holder works with and across a range of equipment and software packages including:-   1. Computers (Desktop and Laptop) 2. Mobile and landline telephone 3. 0365 Suite MS, including project management tools 4. Datix 5. Micro strategy 6. Patient Information systems eg Trak Care, Emiss, Portal 7. SSTS & eESS 8. Turas 9. National and Local Dashboards |
| **7b SYSTEMS** |
| Responsibility for the development of systems/databases to track and record staff training for governance and assurance purposes. This will include the number of advanced practitioners, staff undergoing postgraduate and research education. The information must inform quarterly governance reports for the AHP Directorate, National Education Scotland and working groups.  Development of systems to support AHP Senior Leaders to capture and monitor the Year 1-3 outcome measures relating to the Strategic Education and Development Framework. |
| **8. DECISIONS AND JUDGEMENTS** |
| The post holder reports professionally to the AHP director NHSGGC and will hold professional objectives that extend across specific field. There will be a requirement to solve highly complex problems due to the nature of working with several diverse professional groups and service areas e.g. locality with multiagency partners across NHSGGC for delivery of parity in waiting times.  The post-holder will have freedom to act in terms of the management and delegation of their workload. They will exercise autonomy in relation to the setting of professional priorities in accordance with the requirements of the HCPC, nationally agreed strategic frameworks, and transformational plans for service delivery.  The post-holder is principally accountable for the strategic direction and quality of AHP education and Research within remit of post. They are expected to take autonomous decisions and make highly skilled evaluations in relation to the development and monitoring of educational practice across a range of services.  Operates as a member of Senior Management AHP Teams s participating in decision making and governance for the strategic direction of services.  In addition to:   * Provides ‘expert-level’ professional advice and evaluations to the AHP SMT, managers and clinicians, considering clinical evidence. * Deputise for the AHP Director as required at NHSGGC and national meetings. |
| **8. ASSIGNMENT AND REVIEW OF WORK** |
| The postholder is expected to work with a high level of autonomy to manage the responsibilities of the post. Work will be self-generated, planned and prioritised, identifying key issues, anticipating problems and initiating appropriate actions. The AHP Strategic Lead is self-directed within the objectives agreed by the Post Holder, Director Allied Health Professions, General Manager and the Medical Consultants within specific field. There will be reviews of progress against the agreed objectives.The post holder reports to the Acute Site director/HSCP Chief Officer and will agree personal and service objectives through the formal TURAS appraisal review system. This requires considerable autonomy in determining the means of meeting targets and service plans.The post holder is expected to act decisively and autonomously in their professional capacity being accountable for their actions and provide leadership and direction to the AHP team.The work of the post holder is frequently generated to recognise national and local agendas with the freedom to act that requires interpretation of national policies, standards and guidance, problem solving, self-motivation and innovation skills. |
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| 10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB |
| To ensure the most efficient use of designated AHP resource against the competing demands of various service improvements and ensure the contribution of the AHP workforce is recognised valued and invested where appropriate to meet population need.To professionally lead AHP services when many elements of the services are undergoing significant change. There will be a particular challenge to produce the cultural and behavioural changes required for implementation of integrated working across Health and Social Care, education, child protection and Third Sector.Responding to the strategic requirements of the organisation and where required Scottish Government and external bodies within tight deadlines through the provision of complex information and detailed analysis.Ability to manage the competing demands of the five core functions of the post i.e. clinical, strategic, professional development/Consultancy, leadership, education and research.Challenging existing systems of working and leading and influencing change that will deliver improved services to specific field, ensuring equity of service and continuity of standards across NHSGGC. Dealing with a high volume of demand for advice and guidance and deal with regular interruptions and unpredictable events to planned work whilst meeting the expectations of all stakeholders from a high-profile role. |
| 11. COMMUNICATIONS AND RELATIONSHIPS |
| The post holder will demonstrate highly developed interpersonal skills and a high level of competency in a wide range of communication tools such as facilitation, negotiation, reassurance and persuasion to communicate effectively often relating to complex and sensitive information.  The post-holder will work closely with and communicate highly complex and potentially sensitive information in a diverse range of communication methods are used - face to face meetings, workshops, video conferencing, e-mail, telephone etc.to individuals and large groups for purposes including to inform, consult and negotiate at:  **National level**  Communication with wide range of stakeholders e.g. NHS Scotland Academy, NES, Scottish Government (Health Improvement Scotland), Other Scottish Boards, Care Inspectorate, NMC, Social Services, Police Scotland and Third Sector Voluntary services to clarify policy and provide advice and guidance that informs national healthcare strategy.  Presenting at National Conferences to large groups in the context of driving national policy promoting new ways of working across AHPs in Scotland.  Working with national unit-professional and interdisciplinary groups to share and develop good practice.  **NHSGGC level**  NHSGGC & IJB Managers, General Managers, Operational Managers, Clinical/Medical Directors, Board members, senior clinicians and other professional Staff Groups e.g. HR, Finance, Clinical Governance Team  With NHS board officers to determine and clarify strategic direction for services; to gain and provide advice and guidance.  With the Lead Clinician and Co-ordinator of the specific service, Service Leads in the Acute Services /HSCPs to deliver strategic redesign; to gain and provide advice and guidance e.g. NHS GGC NMAHP Frailty  **Directorate level**  Communicate with Allied Health Professions, Directorate managers, clinical mangers, medical staff to achieve cohesive working relationships to gain best practice for patients utilising motivational techniques.  **AHP staff across NHSGGC**  Communication with AHP Services Leads to develop and refine policy; to gain and provide advice and guidance; to work in partnership on service developments, changes in practice, staff education and strategic direction. |
| 12. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB |
| * The post holder is required to travel frequently (30%) within the NHSGG&C geographical area and to other locations within Scotland when required * The post holder will demonstrate a high level of visible leadership within clinical environments. This is achieved through regular (minimum of monthly) visits to wards and community teams which will include communicating with patients and staff at the point of care delivery * The post holder operates in a standard office environment. Daily use of PC and mobile devices involving the full range of office and statistical software packages * There is a frequent requirement to attend and chair meetings daily * There is a continual requirement to balance competing demands and react swiftly to changing priorities * A daily requirement for intense concentration is required to analyse and interpret complex information. This involves in depth mental attention when involved in significant clinical incident reviews and internal and external scrutiny and assurance processes * Regular involvement with the Professional Regulator (HCPC) on Fitness to Practice Investigations   The post holder as a strategic lead for will be required to concentrate for long periods of time on a daily basis and at times of urgency due to critical situations e.g. multiple daily meetings where there may be discussion of contentious issues accurately interpreting data, writing reports, developing and implementing policy documents and working under pressure with tight deadlines.  The post holder has a highly complex workload and daily provides clinical expertise / consultancy with frequent interruptions. There is a constant need to respond to changing and regular conflicting priorities, often at short notice. Requests for formal and informal advice daily is complex due to clinical, ethical or legal implications. |
| 13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB |
| |  | | --- | | This post requires an experienced AHP with a substantial educational portfolio of work that can demonstrate working ats a strategic level. The post holder requires the ability to devise strategy and has experience of objective setting in a large- scale, complex organisation.  **Specific experience and educational requirements include:**   * Knowledge and experience of working at a senior level. Significant strategic and senior management experience in the NHS or another complex multi-disciplinary public or private sector organisation working at or close to Board level. * Knowledge / awareness of strategic direction in relation to AHP services, roles and developments * Significant and demonstrable track record of success in strategic planning, service improvement and monitoring of high-quality standards of care and the patient experience, in the planning and delivery of successful organisational change and in proactive partnership working internal and external to the organisation. * A high level of interpersonal and technical skills to deliver a high level, strategic and operational performance, combining this with visible and professional leadership within the Sector/Directorate and across NHSGGC * Evidence of an ability to lead by example and function in such a way that they demonstrate the 6 caring behaviours at all times * Strong influencing and leadership qualities and an ability to earn confidence and respect to lead and   deliver large-scale service change   * Experience of staff management/development and multidisciplinary working at peer level * Demonstrable in-depth understanding of clinical governance principles and the development of systems and frameworks to establish clear accountabilities based on professional codes of practice. * Knowledge and experience of working in partnership with Higher Education Institutions to deliver statutory responsibilities in relation to pre and post registration education programmes * Ability to challenge the status quo at senior management level and develop and promote innovative solutions and new ‘alternative’ methods of service delivery * Thorough, in-depth awareness and understanding of relevant national and local policy and factors influencing service modernisation * Robust project management and change management skills * Ability to influence and shape the views of key stakeholder and partner organisations * Ability to influence and shape the views of key stakeholder and partner organisations * Excellent inter-agency and team-working skills at senior management / director level * Excellent relationship-building skills | |
| 14. JOB DESCRIPTION AGREEMENT |
| A separate job description will need to be signed off by each job holder to whom the  Job description applies.  Job Holder’s Signature:  Date:  Head of Department Signature: Date: |

PERSON SPECIFICATION

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|  | **Essential** | **Desirable** |

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| **Qualifications / Training** | BSc (Hons) or equivalent in an Allied Health Profession leading to registration with the Health and Care Professions Council (HCPC). Holds a Degree, higher master’s degree or equivalent  Strong evidence of an educational portfolio across all 4 pillars with direct relevance to the responsibilities of the post. | Further post graduate training courses relevant to Advanced practice/Consultant Specific area  Recognised  teaching qualification  Doctorate / Research at a PhD level |
| **Experience** | Evidence of formal management or leadership courses or evidenced through experiential learning.  Evidence of formal QI courses or evidenced through experiential learning  Evidence of improving and developing services through Quality Improvement, change management and redesign approaches.  Evidence of research experience and training in research methodology. | Significant portfolio of evidence of both service and professional development.  Experience of developing  educational pathways for  advanced practice roles  Knowledge of the national agenda for Advanced Practice  Roles  Publication record |
| **Knowledge, skills and Behaviours** | Expert and complex knowledge and experience of service improvement methodologies.  Evidence of influencing policy / strategic decisions with multiple stakeholders within Health Boards / HSCPs / voluntary and partner agencies.  Ability to work collaboratively and innovatively within an organisational infrastructure, building key relationships  in a multi-professional context.  Understands the barriers to successful communication and how to resolve them  Ability to provide strategic leadership  Demonstrates skilled written and verbal communication skills  Experience of making operational judgements and managing conflicting views  Ability to play leadership role in cross disciplinary environments, influencing stakeholders towards achieving the best results for the organisation.  Able to problem solve and to respond to sudden unexpected demands.  Ability to analyse complex facts and situations and develop a range of options | Audit experience  Presentation skills  Critical appraisal skills  Research Portfolio  Knowledge of health, social care and Voluntary sector strategic policy drivers at national, regional and local level. |