

OUR VISION

▬▬ A skilled and sustainable workforce for a healthier Scotland ▬▬



OUR MISSION

▬▬ Enabling excellence in health and care through education, workforce development and support ▬▬



Specialist Lead - International Recruitment

Centre for Workforce Supply Social Care Team (CWSS)

Workforce Directorate

NHS Education for Scotland (NES)

2023

Location: Flexible Location

Grade: Agenda for Change Band 7

Salary: £43,422 - £50,506 per annum

Job Status: Full Time, 37.5 hours per week.

Fixed term/secondment opportunity up until 31st March 2024

NHS Education for Scotland is committed to creating a diverse and inclusive environment for all employees and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment regardless of age, disability, gender identity, marital status, race, faith or belief, sexual orientation, socioeconomic background, and whether you're pregnant or on family leave.

Candidate Brief

About the Directorate

NHS Education for Scotland (NES) plays a critical role in supporting the health and social care sector to have the right people, in the right place at the right time through education, training and workforce development. People are the lifeblood of the NHS and social care, NES is right at the heart of ensuring a future supply. We're also central to delivering digital solutions which enable improvement in service to Scottish citizens and support our workforce to deliver it. Our organisation is full of talented, committed, specialists across health and care disciplines, backed up by excellent support functions. We are highly collegiate, innovative and delivery focussed.

The purpose of the Workforce Directorate, where this role sits, is wide-ranging and exciting. We not only enable NES to attract, recruit, support, train, develop, reward and recognise its own workforce, but also play a significant role in employing doctors and dentists in training across Scotland. Furthermore, we support recruitment of health and care professionals for the whole of Scotland. We support the management of change, providing organisational consultancy. We also play an active part in the organisation's commitment to fulfilling its Equality and Diversity responsibilities, not just to its own staff but throughout all the activities of the organisation.

Nationally the Workforce Directorate acts as key strategic partner to Scottish Government in the delivery of national Talent, Leadership and Management, Quality Improvement, and Learning & Development ambitions. We also provide information, advice, educational solutions and support to the wider NHS through links with Health Boards, care providers and the Scottish Government.

The post holder will also work closely with the newly established Social Care Directorate in NES. Recognising the value and contribution of social care, the Social Care Directorate is building and expanding the existing social care work programme currently delivered by NES to support a competent and confident social care workforce, and to improve service quality and sustainability.

About the Role

This is a new and exciting opportunity to provide specialist workforce support to a programme piloting nationally coordinated and accelerated international recruitment into adult social care roles across Scotland.

Stability of the social care workforce has become an urgent issue across Scotland against a backdrop of unprecedented pressure. The inclusion of social care workers on the 'Shortage Occupation List' brings the opportunity to recruit internationally, to mitigate the significant workforce recruitment challenges impacting on social care services in Scotland.

As the Specialist Lead for International Recruitment, your primary objective will be to lead on the development, identification and adoption of best practice in international recruitment of social care staff, with a particular focus on efficient, ethical recruitment practices. This includes immigration considerations. You will ensure processes and guidance are aligned to the Codes of Practice for Social Service Workers and Employers, and the Scottish Code of Practice for International recruitment of health and social care personnel. You will enable the Centre for Workforce Supply Social Care Team (CWSS) to deliver against the agreed programme aims, timelines and outputs in this area.

You will help develop CWSS to be a centre of excellence, working directly with teammates and wider colleagues in the NES Social Care Directorate, Scottish Government and COSLA, to develop a consistent approach to recruiting social care workers ethically and sustainably from overseas.

As the Specialist Lead for International Recruitment for CWSS, you will be required to establish yourself as a developed social care workforce specialist, combining your working knowledge in this area, with strong project management and critical analysis skills. You will also need to build effective working relationships with Scottish Government and stakeholders across the wider health and social care system.

Key tasks will include but will not be limited to:

- Researching, collating, critically analysing and presenting current workforce data, evidence, guidance, legislation, regulation and policy, relevant to international recruitment in social care to support decision making and programme delivery
- Identifying and developing guidance around what is best practice in social care international recruitment through research and engagement exercises
- Project managing and reporting on individual projects that you are responsible for
- Scoping, developing and facilitating the adoption of best practice in social care international recruitment via design of resources, guidance, tools & workshops
- Managing the development and secretariat of a community of practice, consisting of provider level social care international recruitment / educator leads
- Providing expert advice and informed recommendations on a range of social care international recruitment & workforce supply issues including best practice, legislation, regulatory requirements and development
- Developing and managing positive working relationships with key project stakeholders to enhance collaboration and drive delivery
- Researching and writing regular briefings with regards to international recruitment for NES, Scottish Government, and wider programme stakeholders
- Provide support to social care providers when needed to co-ordinate and implement joint workforce initiatives as and when it is appropriate
- Present to key stakeholders to raise awareness, engagement and to build capability in addressing workforce issues across the system

Applying for the role

Complete the Assessment section of the online application form by referring to the Person Specification and NES Leadership Behaviours* below.

- Complete Question 1 ('Why do you think you are suitable for this role?') by explaining how you meet the criteria in the Person Specification.
- Complete Question 2 ('Why do you want to work for the NHS?') by showing how your own values are aligned with each of the five NES Leadership Behaviours.

Person Specification

Essential Criteria

These attributes are required for the role. Applicants who do not demonstrate the essential requirements in their application will normally not be considered.

Desirable Criteria

These attributes would be useful for the role. When shortlisting candidates, these criteria will be considered when more than one applicant meets the essential criteria.

Factor	Essential	Desirable
Education and professional qualifications		<ul style="list-style-type: none">• Degree level qualification with in-depth experience and postgraduate or post registration study, such as that obtained through a master's degree or SCQF Level 11 equivalence obtained via Professional Development Awards; Graduate or Professional Apprenticeships; and SVQs
Experience	<ul style="list-style-type: none">• Experience in supporting recruitment of the health and social care workforce• Experience in the design and implementation of workforce improvement initiatives across health and social care• Experience in designing and developing best practice workforce related guidance and resources for health and social care stakeholders• Experience of qualitative and quantitative workforce data collection and analysis• Experience of drafting and producing high quality programme reports, briefings and presentations for a senior health and social care audience• Experience in managing multiple stakeholders to successfully deliver a project	<ul style="list-style-type: none">• Experience of working flexibly in complex / sensitive environments where the parameters of the job are not necessarily clearly defined• Experience of international recruitment and the onboarding of health and/or social care staff, and the challenges it can present

Factor	Essential	Desirable
<p>Specific skills, knowledge, and training</p>	<ul style="list-style-type: none"> • Knowledge of social care recruitment & onboarding considerations, and the challenges providers face in this area • Excellent project management, organisation & administrative skills • Ability to work collaboratively to produce high quality, fit for purpose outputs • Innovative & proactive with the ability to drive projects forward independently using own initiative • Research and critical analysis skills with the ability to communicate complex information • Confident working knowledge of standard Microsoft packages (e.g., Word, Excel, PowerPoint) as well as MS Teams and SharePoint • Flexible approach to service delivery and problem solving • Supervisory role including coaching and/or mentoring of team members • Values driven leadership approach* to practice, aligned with core NHS & NES values • Ability to work with minimal supervision and to meet deadlines • Ability to meet the travel requirements of the post 	<ul style="list-style-type: none"> • A knowledge and understanding of international recruitment within the health and/or social care environment • A good understanding of the wider combined health and social care system

NES Leadership Behaviours*

The five NES Leadership Behaviours describe how we work at NES, and how we want colleagues to behave, whatever their role:

Inspiring

- Passionate about our purpose and about excellence
- Communicating with enthusiasm
- Innovative and learning from success as well as setbacks

Empowering

- Giving our colleagues space and authority to deliver outcomes
- Investing in learning and development
- Being approachable and open to constructive challenge

Adaptive

- Responding flexibly to changing requirements and helping others to do the same
- Recognising that required expertise may not always sit at the top of the hierarchy
- Actively encourage innovative ideas/input from all levels

Collaborative

- Committed to working together and across professional, clinical, and organisational boundaries internally and externally to achieve our objectives
- Sharing knowledge and skill for the benefit of the organisation as a whole
- Seeking feedback from colleagues to ensure quality

Engaged and Engaging

- Committed to our values, agreed ways of working and our strategic and operational direction
- Visible to our stakeholders and to our teams
- Straightforward and honest in our communications