# JOB DESCRIPTION

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| **1. JOB DETAILS** | | | | | |
| Job Title | | **Consultant Clinical Scientist in Virology** | | | |
| Immediate Senior Officer/ Line Manager | | Clinical Director | | | |
| Department | | Clinical and Protecting Health Directorate | | | |
| Org | | Public Health Scotland | | | |
| Location | | Meridian Court, Glasgow | | | |
| CAJE Reference | | NPPHIS625 | | | |
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| **2. JOB PURPOSE** | | | | | |
| The post holder will provide clinical and strategic leadership in their topical area to a multidisciplinary team within Public Health Scotland (PHS), Clinical and Protecting Health Directorate (C&PH).  The post holder will operate at consultant level providing professional leadership and highly specialist advice on virological issues within a national context and contribute to the strategic business of PHS.  The post holder will play a key role in delivering the requirements and priorities of the Public Health Microbiology (PHM) Strategy for Scotland by providing virology expertise for the delivery of clinically effective PHM services by CP&H.  The post holder will provide expert advice and guidance on microbiology/virology laboratory processes and how they impact on data, information products, business process or change initiatives to internal and external customers for PHS. The post holder will support the PHS PHM Team in delivering their business plan objectives and provide specialist input for specific projects in line with national or divisional priorities.  The post holder will lead on the provision of expert advice providing services to, and working in partnership with, a wide range of strategic partners and stakeholders on guidance for microbiology/ virology incident management and response. | | | | | |
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| **3. DIMENSIONS** | | | | | |
| This is primarily a strategic clinical role. Optimising virology systems to manage the impact of known and emerging viral threats to human health is a critical component of Public Health Microbiology. The post holder will advise on the strategic development of virology services in Scotland consistent with delivery of the Public Health Microbiology Strategy.  The post holder will have an influential role in training and development and will be expected to contribute to the implementation of the joint PHS/NES Public Health Microbiology Workforce Education and Development outline for the Public Health Microbiology workforce.  The post holder will not assume budget-holder responsibility but will monitor the progress of projects for which they have clinical responsibility through the development of business cases e.g. bids to PHS SLT which will require an understanding of the business case process and requirement to operate within the Standing Financial Instructions.  The post holder will have line management responsibility.  The post holder will provide specific clinical and scientific advice illustrated by but not restricted to the following examples:   * Response to local and national virological incidents impacting on the public health. * Planning for modernisation and review of laboratory services in Scotland. * Commissioning of specialist and reference virological laboratory services in Scotland. * Public health microbiology service developments across the UK. | | | | | |
| **4. ORGANISATION CHART** | | | | | |
| **Public Health Microbiology (PHM) Team**  ------ Communication Line  Reporting Line  Head of Service  Clinical Director  PH Microbiology Service Manager  SHPN Programme Portfolio Manager  Consultant Clinical Scientist (Virology)  WGS Advisor  Clinical Lead PHM/Consultant Microbiologist  SHPN Project Support Officer  Bioinformatician  Clinical Scientist  Project Manager  Biomedical Scientist  Senior Information Data Manager  Ref Lab Directors | | | | | |
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| **5. ROLE OF THE DEPARTMENT** | | | | | |
| PHS, CP&H plan and deliver effective and specialist national services which co-ordinate, strengthen and support activities aimed at protecting all the people of Scotland from infectious and environmental hazards. This is done by providing advice, support and information to health professionals, national and local government, the general public and a number of other bodies that play a part in protecting health. The Public Health Microbiology Team coordinates and oversees strategic direction for the delivery of the Public Health Microbiology functions for PHS and also on behalf of the SHPN.  PHS relies on intelligence and specialist clinical microbiology and virology advice generated by the Reference Laboratories for public health purposes to deliver their national Public Health function, including epidemic preparedness, surveillance of communicable and preventable diseases and health protection functions.  The Scottish Microbiology Reference Laboratories provide National Reference facilities for the people of Scotland from laboratories mainly located in NHS Greater Glasgow & Clyde and NHS Lothian.  The Scottish Reference Laboratories fall under the auspices of PHS and National Services Scotland (NSS), National Services Division (NSD) and have a statutory role in commissioning on behalf of the Scottish Government.  The laboratories work closely with CP&H to deliver key Public Health functions for national surveillance of infection within Scotland and to support the investigation and management of outbreaks and incidents. There is also close working with NHS Scotland Genetics and PHE colleagues and other agencies within the UK to support UK-wide activities, and within relevant networks and partners within the EU and beyond to support the international Public Health Microbiology collaborative infrastructure. | | | | | |
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| **6. KEY RESULT AREAS** | | | | | |
| 1. Provide the clinical and scientific advice functions of public health microbiology, this will include:    1. Contribute a Consultant Clinical Scientist perspective on public health microbiology for the Scottish Health Protection Network (SHPN) and PHS.    2. Contribute Virology expertise and knowledge in the commissioning of Reference Laboratory services.    3. Advise on the health protection implications of new and emerging viral threats.    4. Advise on the opportunities of the ever expanding list of the new virological technologies    5. Develop effective collaboration and communication with the ‘one health ‘partners needed to deliver an integrated public health microbiology service.    6. Provide strategic and operational virological advice required to address pandemic preparedness (e.g. Influenza)    7. With other team members develop plans to deliver effective public health microbiology laboratory services as part of national preparedness planning.    8. Support the PHS Public Health Microbiology team in providing advice and technical support in outbreak investigations. 2. Support the monitoring, alert and response functions of public health microbiology this will include:    1. Advising on the ongoing review of the central electronic system that captures results generated by clinical microbiology laboratories in Scotland (ECOSS).    2. Review of virology results currently captured in ECOSS from all clinical microbiology/virology laboratories in Scotland.    3. Provide input in the formulation of a new specification for data capture and review the information governance required for such a new specification.    4. Monitor the quality and accuracy of mapping virology results in the ECOSS system. 3. Support the implementation of the Public Health Microbiology Strategy for Scotland. This includes 5 elements of ongoing work; reference laboratory strategy planning; epidemic intelligence improvements; facilitation of the introduction of microbial Whole Genome Sequencing technology in Scotland and the review of links for PHS and the SHPN with clinical and non-clinical microbiology expertise. 4. Advise on the clinical and strategic direction on training for infection specialists in the UK through providing support to the implementation of workforce development plans within PHS as appropriate and work with NHS Education for Scotland colleagues promote and implement the PHM Workforce and Education Development Framework for Scotland. 5. Provide ad hoc guidance on specific public health virology issues as they arise, providing resilience for those arrangements that are already in place. | | | | | |
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| **7. ASSIGNMENT AND REVIEW OF WORK** | | | | | |
| The post holder will be managerially and professionally accountable to the Clinical Director for CP&H, Public Health Scotland. The post-holder’s work will be subject to annual appraisal under the NHS consultant appraisal scheme. Operationally, the post holder will report to the clinical lead for Public Health Microbiology.  This is a national expert and advisory role with a high degree of autonomy, working with PHS strategic and operational framework.  The post holder has the autonomy to self-direct workload through identifying and responding to any changing needs.  The post holder will have responsibility for delegating and assigning work to others including researchers and other professional staff as necessary.  Within the job plan agreed with the Clinical Director, Clinical Lead for Public Health Microbiology and those with line management responsibility for the relevant specialist services, the post holder has responsibility and delegated authority to take the necessary action to deliver the objectives agreed. The post holder will also be governed by professional ethics, guidance issued by the Scottish Government, professional and expert bodies, PHS Clinical, Information and Research Governance guidelines.  The post holder may have to reprioritise this depending on the requirement for urgent virology issues for an outbreak or an urgent diagnostic/confirmatory test result. They will be expected to use judgement around timescales, adjusting as appropriate. Where complex or unusual situations or incidents occur they will be expected to consider a range of options and recommend solutions to the clinical lead for Public Health Microbiology.  The post-holder is responsible for delivery of agreed objectives which will be aligned to the business and strategic objectives of HP in their areas of responsibility and with the Personal Development Plan arising from their appraisal and agreed by their line manager. The post holder will make decisions which require an understanding of PHS policies, procedures and methodologies. | | | | | |
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| **8. COMMUNICATIONS AND WORKING RELATIONSHIPS** | | | | | |
| The post holder will liaise with colleagues from other disciplines and clinical groups – they may also be required to carry out duties in other teams or other areas of the organisation if required.  The post holder will also play a major part in continuing the close working relationships between PHS and its stakeholders, including Scottish Health Protection Network, Scottish Government, NHS Boards, Local Authorities, SEPA, Scottish Water, Public Health England, Food Standards Scotland, Animal Health, University departments and reference laboratories.  The post holder will be expected to have exceptional communication leadership skills across the spectrum of communication modalities. They will be expected to communicate sensitively, appropriately and effectively with staff at all levels within stakeholder organisations on often contentious, emotive, complex health protection issues and will require to adapt the complexity of information presented as necessary.  The post holder will represent PHS in several networks to exchange specialist clinical/epidemiological/scientific information in relation to surveillance, infection/exposure prevention and control etc., mainly through written and oral communications but also during attendance at meetings, seminars and conferences at local, national and international level. This can involve engagement with and briefings of senior Government and NHS Official and occasionally, Scottish Ministers.  The post holder will be expected to lead multi-disciplinary and multi-agency groups charged with coordinating the delivery and assessment of a major health protection intervention or the management of a Scotland-wide public health incident in their topic of expertise. This will entail effective chairing, crisp decision making and clear reporting for accountability purposes. | | | | | |
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| **9. MOST CHALLENGING PART OF THE JOB** | | | | | |
| Maintaining consistently high standards in assessing, interpreting and communicating information and intelligence and in providing expert advice in a way that meets the needs of stakeholders.  Exercising expert judgement in a consistent, clear and understandable way in relation to assessing complex information governance risks.  Communicating decisions to stakeholders, who may be sceptical about the decision.  Being adaptable and flexible in responding to competing demands and priorities in a rapidly changing professional and organisational environment.  Demonstrating leadership when faced with significant professional and organisational challenges.  Being able to identify the best response to rapidly changing clinical situations with national impact.  Develop and maintain advanced, specialist knowledge and expertise in a particular diagnostic field. | | | | | |
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| **10. Systems** | | | | | |
| The post holder will be expected to utilise standard packages such as Microsoft office and have an understanding of packages used for the interrogation, extraction and manipulation and presentation of data.  The post holder will be expected to have completed/complete information governance training. | | | | | |
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| **11. WORKING ENVIRONMENT AND EFFORT** | | | | | |
| **Physical Effort** | | | | | |
| The position is desk based, in a mix of an open plan environment and home working with the requirement to sit at, read from or input into a PC for the majority of the day. The post holder may be required to travel within Scotland, but may occasionally be required to travel elsewhere in the UK or abroad. | | | | | |
| Mental Effort | | | | | |
| Frequent requirement for intense concentration (e.g. report-writing, undertaking literature reviews or complex statistical analyses), as well as the ability to change activity on request. Expected to meet demands at short notice during outbreak and crisis situations whilst also providing leadership to others. | | | | | |
| **Emotional Effort** | | | | | |
| The post requires an ability to cope with the demands associated with rapidly changing priorities, expectations of an immediate response and dealing with issues which can attain high public and political profiles.  Occasional involvement in potentially sensitive incidents/outbreak situations e.g. where there may be fatalities and/or significant media interest. | | | | | |
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| **12. ENVIRONMENTAL / WORKING CONDITIONS & MACHINERY AND EQUIPMENT** | | | | | |
| Home working and Open-plan office setting. Requirement to use Visual Display Unit equipment for long periods. Requirement to use printers, photocopiers and scanners. | | | | | |
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| **13. QUALIFICATIONS AND/OR EXPERIENCE SPECIFIED FOR THE POST** | | | | | |
| **Qualifications & Training**   * FRCPath or qualification externally assessed as equivalent * PhD in a related area * Current registration with the Health Professions Council (HPC) * A record of Continuing Professional Development(CPD) to HPC requirements * Six years post HPC registration experience in clinical and diagnostic virology providing a range of investigations and interpreting results for clinicians.   **Knowledge & Skills**   * Evidence of specialist, advanced and updated training and experience in expert field. * Evidence of achievement in research, development, and audit activities through presentations at national or international conferences, grant awards and publications in peer reviewed medical and scientific journals. * Advanced specialist knowledge of clinical conditions and their effect on investigations. * Advanced specialist knowledge of infectious diseases and experience in specialist diagnostic investigations * Advanced specialist knowledge and experience in immunoassays, ELISA, and molecular technique * Advanced specialist knowledge of interpretation of results of a wide range of diagnostic virology investigations and tests. * Able to prepare and present scientific information to different professional groups and as part of a teaching commitment. * Able to design, execute, critically appraise and disseminate outcomes of research. * Training and experience in preparation of media and reagents, COSHH and Risk Assessments, dealing with hazards and waste disposal to meet statutory requirements and ensure a safe working environment. * Training and experience in the use of laboratory IT systems, a wide range of general and specialist software including for word processing, database, spread-sheet and statistical analysis and knowledge of their applications * Specialist knowledge of quality management systems i.e. quality control, risk management and adverse incident reporting   **Other Attributes**   * Excellent communication and presentation skills. * Good planning, organisational and interpersonal skills. * High level of competence in problem solving and prioritising workload. | | | | | |
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| **14. JOB DESCRIPTION AGREEMENT** | | | | | |
| A separate job description will need to be signed off by each postholder to whom the job description applies. | | | | | |
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| Postholder Print: |  | |  |  |  |
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| Manager Signature: |  | | Date: |  |  |
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| Manager Title: |  | |  | | |