

**WELCOME TO NHS GREATER GLASGOW AND CLYDE**

**CANDIDATE INFORMATION PACK**

**Deputy Director – South Sector (Fixed Term 12th Months) INTERNAL ONLY – NHS GGC**

**Location: Queen Elizabeth University**

 **Hospital, Glasgow**

**Job Reference: 192754**

**Closing Date: Monday, 5th August 2024**

 **(12 noon)**



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**Please visit https://apply.jobs.scot.nhs.uk for further details on how to apply and to complete the online application form**

**Search for the job reference number quoted above.**



**Dear Candidate**

Thank you for expressing an interest in the posts of **Deputy Director – South Sector.**

We hope the candidate information pack will help you decide whether you are the right person to meet the key challenges for this opportunity.

This role offers the successful candidate a rewarding career opportunity to work with an already strong team of clinical and non-clinical staff who deliver high quality services that meet the evolving and increasingly complex healthcare needs of the diverse communities we serve across Greater Glasgow and Clyde.

The following is included in this candidate information pack to help you with your application:

# Recruitment Advertisement

* Job Description and Person Specification
* Summary of NHS Greater Glasgow and Clyde Core Leadership Competencies
* Terms and Conditions of Appointment - NHS Greater Glasgow and Clyde
* Recruitment Process and Timetable
* How to Apply

If you have a disability or long-term health problem, the Board are committed to offering reasonable adjustments throughout the recruitment process and employment. If you require further information or support, please contact Heather.Silvester@ggc.scot.nhs.uk

We very much look forward to receiving your application.

**Recruitment Services**

**Recruitment Advertisement**

**NHS Greater Glasgow and Clyde**

**Post: Deputy Director – South Sector**

**Salary: Executive and Senior Manager Grade D**

**£81,606, - £104,546 per annum**

**Tenure: Fixed term (12 months)**

**Location: Queen Elizabeth University Hospital, Glasgow**

NHS Glasgow Greater Glasgow and Clyde (NHSGGC) is the largest NHS Health Organisation in Scotland providing acute hospital, primary, community and mental health services to a population of 1.15 million plus providing specialist regional and national services to more than half of Scotland’s population. The geographical area covered is diverse; encompassing 6 local authority areas within the West of Scotland.

With an annual revenue budget of c £3.2 billion and a capital budget of £60m this represents c 24% of the overall Health spend in Scotland.

The Board is embarking on a period of transformational change developing new models of care, delivering safe, effective and person-centred care. This will be driven by innovation and the opportunities presented by new technology and the digital age.

We have an exciting vision for the future which promotes a culture of person-centered care, placing the patient at the heart of everything we do.

The Acute Service (within which the South Sector sits) provides a complex range of Hospital services across the population of Greater Glasgow & Clyde and we are now looking to add to the strength of our Management team through the appointment to this key post.

Reporting directly to the Sector Director you will lead on the transformational change agenda within the South Sector, ensuring we continue to deliver high quality care, patient safety and patient and carer centred services within the hospital. The role will have an immediate focus around unscheduled care redesign and improvement.

You will lead the improvement agenda within the Sector and ensure the South delivers its key performance indicators across both scheduled and unscheduled care.

Educated to degree level or equivalent with a demonstrable track record of success in a senior management position e.g. General Manager within NHS Greater Glasgow and Clyde and with extensive senior management experience, through which in-depth, professional knowledge over a range of disciplines will have been developed. A high level of interpersonal, strategic, technical and person-centred leadership skills will be required to support NHS Greater Glasgow and Clyde values and a culture of person centred care.

If you believe you have the leadership competencies we require for such an important role we look forward to receiving your application.

**If you would like to find out more about this role before applying, please contact Arwel Williams, South Sector Director, on 07790913979 or email:** **arwel.williams@ggc.scot.nhs.uk** **Or William Edwards , Chief Operating Officer 0141 211 0684 or 07771 506 059 for a confidential discussion.**

**For a Candidate Information Pack and further application information, please visit https://apply.jobs.scot.nhs.uk and follow the link to NHS Greater Glasgow & Clyde, look under Senior Managers – Job Reference No: 192754**

**Closing date for returning applications: 12 noon, Monday 5th August, 2024**

**Interview are expected to take place on Tuesday 6th August or Thursday 8th August 2024.**

**The recruitment process will be a formal panel interview.**

**Find out more about NHS Greater Glasgow and Clyde at www.nhsggc.org.uk**



 **JOB DESCRIPTION**

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|  **Job Details** |
| **Job Title:** | Deputy Director, South Sector  |
| **Responsible to:** | Director, South Sector  |
| **Department and Base:** | South Sector, Queen Elizabeth University Hospital, Glasgow |
| **Date JD updated:** | July 2024 |

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| **Job Purpose** |
| NHS Greater Glasgow & Clyde (NHS GG&C) continually strives to ensure we provide the best possible health care to our patients. The Board promotes the provision of safe, person centred and effective care for all our patients and ensures this is achieved no matter where individuals access our services. To deliver our commitment we invest in the quality of health care within NHS GG&C ensuring we maintain and enhance our continuous implementation of patient safety processes. This includes the Leadership and Management structures which drive and support achievement of our objectives.The South Sector is the largest Sector within NHS GG&C’s Acute Service and its plays a leading role in how acute care is delivered not just within NHS GG&C but across NHS Scotland as a whole. The QUEH is the biggest hospital within NHS Scotland and this significant profile can directly impact on the national health care performance for both unscheduled and elective care. This post is integral to the delivery of a significant element of both NHS GG&C and NHS Scotland’s health care agenda.  The Deputy Director for the South Sector will lead the unscheduled care service within the Sector and deliver the national Accident & Emergency treatment targets patient treatment target via our service delivery model that incorporates Emergency Care, Minor Injuries and Flow Hub teams as part of its comprehensive service provision.The Deputy Director with delegated authority from the Sector Director will lead of a number of transformational change projects within both the South Sector and across the NHSGG&C Board area with a focus on delivering against tight timescales, budget requirements, patient and care quality standards. The Deputy Director is a member of the South Management Team and will make a full contribution in the strategic and operational management of South Services including leading the Sectors delivery of the Boards agreed Key Performance Indicators (KPI’s) including Patient Access; Care Quality; Financial and Staff Governance targets. |

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| **Job Purpose** |
| The Deputy Director will promote the improvement and delivery of KPI in relation to performance of the South Sector, with a particular focus on Unscheduled Care.The job description relates to the post of Deputy Director for the South Sector based at the Queen Elizabeth University Hospital (QEUH) but with responsibility across the other South Sector sites that include Gartnavel General Hospital and the New Victoria Hospital. |

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| **Scope and Range** |
| NHS Greater Glasgow & Clyde - Total Population –1.2 million Total Budget -- 3.2 billion  Total Staff (headcount) -- 40,155 Annual Capital Spend -- 60m Acute Services - Total Budget -- 1.3 billion Total Staff (WTE) – 27,000 **Workforce profile South Sector**Nursing Workforce 3363Sector Staffing 5058Beds 1500Budget 334m Total (Nursing 144m)**Activity**Elective inpatient episodes 14978Day case episodes 51866Non-elective inpatient admissions 50414A & E and assessment unit attendances 165077New outpatient appointments 137752Return outpatient appointments 272049 |

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| **Organisational Position** |
| **Deputy Director (this post)** |
| **Main Duties/Responsibilities** |
| * The Post holder will lead the South Sector’s Unscheduled Care team, across the Emergency Department (ED), Minor Injury Units (MIU) and Flow Navigation Centre within the South Sector ensuring delivery of USC performance targets.
* Represent the QEUH at Board, Regional and National planning events/forums to ensure resilience and sustainability of USC services.
* In relation to USC lead Sector liaison/discussion with Scottish Government; internal NHS organisations - Scottish Ambulance Service; Health and Social Care Partnerships/ General Practice Committees and Out of Hours services.
* Develop and implement the South Sectors integrated Hospital flow and capacity model to ensure bed capacity is maximised and patient care enhanced.
* Oversee the continuous service Improvement model across the South Sector ensuring that our models of care continue to deliver patient, carer and public needs and expectations.
* Lead for the South Sector in the delivery / compliance of NHS GG&Cs Key performance Indicators (KPIs) including Patient Access targets.
* Lead the South Sector on compliance with legislative and standards compliance as set by regulatory bodies including Health Improvement Scotland, Health and Safety Executive, Audit Scotland and the Scottish Government.
* Post holder will have responsibility for the management of Staffing issues within USC including performance, disciplinary, grievance and recruitment
* Responsibility for Financial governance and planning including the delivery of Cash release efficiency savings (CRES) with USC.
* Deputise for Director when required as delegated by Sector Director.
* Establish and maintain effective engagement arrangements with Staff Partners in relation to USC development and improvement projects/programmes.
* Establish and maintain effective, inclusive arrangements and reporting on risk management, intelligence on patient experience, proactive management of complaints, adverse events and business continuity.
* In collaboration with the Chief Nurse lead the Sector programme as is relates to patient care performance reporting and support the development of action plans to address improvement.
* Oversee and review the South Sector Risk register and maintain this in line with good corporate governance.
* Lead the Sector in relation to civil contingencies/business continuity planning and preparedness
* Review revise and maintain the Emergency planning process for Acute South Sector to reflect safe, effective practice and care and ensure ability to respond to emergency situations is clear and safe for members of the pubic and staff.
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| **Systems and Equipment** |
| * Extensive use of Microsoft Office Packages including Word, Excel, Access, PowerPoint, Publisher and Outlook email, calendar, tasks and Adobe Acrobat, etc.
* Oversee the development of information collection and storage systems.
* Access the Internet to research topics/information.
* Use of a range of equipment including laptop, multimedia projector, photocopier, printers, shredders, laminators, binders, telephone and mobile phone
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| **Decisions and Judgements** |
| The Deputy Director South Sector will have a large degree of autonomy to achieve results within the Performance Plan. Annual Performance Review and Personal Development Planning will be completed according to an annual cycle with the Director of the South Sector.The post holder, as an expert within their field, would be required to provide information and advice to deal with situations which may have a number of complicated parts which need to be addressed in order to maintain the best possible provision of Acute Services within the South Sector and NHS GG&C as a whole. |

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| **Communications and Relationships** |
| The post holder, as a Senior Manager and decision maker within NHS GG&C, will require excellent communications skills. The role will involve the communicating messages which may be contentious in relation to service delivery, provision and limitations, complaints, inspections and investigations; and HR proceedings. Therefore the post holder will require the necessary skills and experience to deal with potentially contentious situations. They will also require the ability to deal with the media, politicians and National Trade Unions directly and indirectly.The post holder will require to communicate and have excellent working relationships with a wide range of colleagues including; NHS GG&C Board Members, Executive Directors, colleagues across Acute, Primary Care, Local Authorities, and Health & Social Care partnerships, Senior Clinicians, Staff Side Representatives, Third Sector Organisations, Patients, Carers and Staff.Relationships with local MPs and MSPs will also be important. |

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| **Physical Demands of the Job** |
| * Must be able to travel.
* Sitting at desk for long periods of time using computer.
* Sitting in meetings for long periods and maintaining focus and concentration.
* Frequent requirement for prolonged concentration, for example analysis of complex information for reporting purposes.
* Dealing with unpredictable interruptions which require an immediate response, necessitating frequent workload reprioritisation.
* Dealing with challenge and conflict.
* Pressure to meet deadlines, often with short timescales.
* Works in an open plan office environment, where colleagues are also working so concentration despite interruptions is paramount.
* Responding rapidly to emergency situations underpinned by emergency planning process
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| **Most Challenging/Difficult Parts of the Job** |
| Deliver highly visible, credible leadership that ensures delivery of USC performance and sponsors service development that meet and sustain performance against National and Local targets.Deliver transformational change and ensure the delivery of safe, effective, patient centred care as the primary function of the South Sector and NHS GG&C. Leading the team to high performance across all areas of responsibility.  |

**PERSON SPECIFICATION**

**Deputy Director - South Acute Services**

Below are the essential knowledge, training (including qualifications) and experience required to do this job.

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| **Qualifications and Training** |
| **Essential:** | * Educated to Masters Degree Level or significant experience which would equate to that level
* Demonstrate extensive experience operating at senior management/director level.
* Management Qualification and/or equivalent experience
* NHS experience
* Empathy with and clear understanding of public sector values
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| **Desirable** | * Qualification in planning process e.g. Prince2 or equivalent
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| **Experience** |
| **Essential:** | * Demonstrable senior management experience eg as a General Manager within a large and complex organisation
* Demonstrable record of achievement in the delivery of transformational change that delivered service improvement and benefit
* Evidence of improving organisational performance through successful development and implementation of major change
* Experience and comprehensive understanding of corporate governance
* Effective financial management of budgets and resources
* Empathy with and clear understanding of public sector values
* Corporate working at senior management level and shared decision-making responsibilities
* Delivery of major/complex projects to time, cost and quality
* Previous experience within an NHS/Public sector environment
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| **Desirable:** | * Commercial acumen and business skills
* Demonstrable liaison with primary care and integration of acute and primary care services
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| **Knowledge** |
| **Essential:** | * Corporate working at senior management level and shared decision making responsibilities
* Understand and apply concepts of performance management systems
* Knowledge of the healthcare agenda in NHS Scotland and current legislation and policy direction
* Primary care interface experience
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| **Desirable:** | * Broad understanding of health and healthcare National policy frameworks
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| **Competencies and Skills** |
| **Essential:** | * Demonstrable transformational leadership skills
* Ability to demonstrate a high level of interpersonal, motivational and presentation skills combined with a supportive and visible leadership style
* Demonstrable resource management experience
* Advanced skills in demand and capacity management and service planning
* Excellent communication and influencing skills
* Excellent analytical skills
* Demonstrable credibility in relationships with a broad diversity of professionals
* High intellectual ability, experience in developing and communicating ‘big picture’ thinking
* Emotional intelligence
* Flexibility in developing and managing professional relationships
* Interpersonal skills capable of generating commitment among partners and key stakeholders to the strategic agenda and the benefits of working in partnership
* Quality improvement skills
* Ability to demonstrate the critical leadership behaviours, identified as essential to achieving success within NHS Scotland:
* Working in partnership
* Learning and development
* Staff welfare and development
* Improving performance through team working
* Communicating effectively
* Achieving results
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| **Personal Characteristics and Other** |
| **Essential:** | * Develops trust and integrity with others
* Displays enthusiasm about their work or cause and also about their role as a leader
* Displays confidence in leading and setting direction
* Demonstrable competency in influencing others and situations
* Functions competently in an orderly and purposeful manner in situations of uncertainty
* Able to display tolerance of ambiguity and ability to remain calm
* Exhibits capability of thinking analytically, as well as keeping the main goal in focussing progress towards it
* Demonstrates a clear commitment to excellence in order to achieve excellence in all areas.
* Driving licence
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**NHS GREATER GLASGOW AND CLYDE SUMMARY OF CORE LEADERSHIP COMPETENCIES**

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| **CORE COMPETENCY** | **EXAMPLE PERFORMANCE CRITERIA/RELATED BEHAVIOURS** |
| 1. **Strategic Focus** Identifying long-term goals and championing their implementation.Those effective in this competency generate creative and strategic solutions that can be successfully implemented. Think in innovative ways and support similar thinking in others. They challenge and push the organisation to constantly improve and grow. | 1. Understands how their role contributes to achieving the organisations vision
2. Establishes longer term plans and is clear on how these will be delivered
3. Has a strong understanding of how the external environment and key national and local initiatives impact the service
4. Aligns resources, processes and systems to deliver strategic problems
 |
| 2. **Collaborative/Partnership Approach**Effective working and collaborating with others towards a common purpose or goal.People who are competent at working in collaboration and partnership build and maintain co-operative work relationships with others. They complete their own tasks for group projects in a timely and responsible manner and directly contribute to reaching the group goal. | 1. Actively promotes collaboration and teamwork as a key success factor for NHSGGC
2. Cultivates an active cross directorate/sector or agency network of relationships
3. Understands current power and political relationships in NHSGGC and partner agencies
4. Takes a systematic approach to the development and maintenance of effective partnership processes and working
5. Has a sound understanding of how multi-agency decision making takes place
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| **CORE COMPETENCY** | **EXAMPLE PERFORMANCE CRITERIA/RELATED BEHAVIOURS** |
| 3. **Achieving results and making decisions** Challenging, pushing the organisation and themselves to excel and achieve and make good decisions in a timely and confident manner.People who exhibit a drive for results make decisions in a timely manner and create or help establish objectives and contribute to their success. They assume personal responsibility for the success of the organisation and persist, even when faced with obstacles, to achieve results. After they have considered alternatives and possible consequences, they can decide upon a course of action and assume responsibility for their decisions. | 1. Key accountabilities and decisions are accepted and acted upon
2. Sets and pursues appropriate goals for self and service to deliver excellence in patient care
3. Makes decisions needed to achieve effective financial, clinical and employee results
4. Ensures compliance with statutory or policy obligations
5. Establishes effective performance management and reporting processes
 |
| 4. **Influencing and Persuading**Convincing others to adopt a course of actionPeople who display this competency influence others using appropriate interpersonal skills without being excessively aggressive or pushy. They understand their audience and modify their method of persuasion accordingly. They are confident and do not give up easily | 1. Has the courage or strength of purpose needed to convince others of ideas, points of view or desired outcomes
2. Establishes information necessary to effectively persuade and influence others
3. Concedes on less important issues in order to maximise their influence on important issues
4. Is clear on focus of influence with key decision makers or stakeholders
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| **CORE COMPETENCY** | **EXAMPLE PERFORMANCE CRITERIA/RELATED BEHAVIOURS** |
| 5. **Managing Change**Taking action to support and implement change and improvement initiatives effectively.People who display this competency actively lead change and improvement efforts through their words as well as their actions. They build the support of those affected by the change initiative and take personal responsibility to ensure that changes are successfully implemented. | 1. Readily adapts and adjusts to new or changing circumstances and ways of working
2. Anticipates the need for change
3. Actively promotes change initiatives in their group or in the organisation as a whole
4. Assumes personal responsibility to see that necessary changes are adopted and effectively implemented
 |
| 6. **In-depth Problem Solving and Analysis**Solving difficult problems through careful and systematic evaluation of information, possible alternatives and consequences.People who are competent at in-depth problem solving and analysis are capable of generating good solutions to difficult problems. They consider many sources of information, systematically process and evaluate the information against possible courses of action and carefully deliberate before a final decision is made. | 1. Evaluates information and possible courses of action objectively
2. Consults with stakeholders and decision makers as needed
3. Applies appropriate level of analysis to identify key issues and reflect their complexity or importance
4. Assesses and quantifies risks and opportunities (level and likelihood)
5. Applies creativity to identify alternative solutions to complex or wicked issues
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| **CORE COMPETENCY** | **EXAMPLE PERFORMANCE CRITERIA/RELATED BEHAVIOURS** |
| 7. **Quality Improvement** Seeking opportunities to improve current processes, systems and methods to promote reliability, quality and efficiency of output.People who display this competency are dedicated to the improvement of current work processes. They apply discipline and a detail orientation to their own work activities and constantly look for ways to help improve the quality, efficiency or effectiveness of specific and general work processes. They encourage others to apply similar discipline to achieve continuous improvement. | 1. Seeks opportunities to improve current work processes, methods and systems
2. Develops others to understand and apply the discipline of continuous improvement
3. Is personally committed to improving the overall quality, efficiency and effectiveness of their own work and service area
4. Ensures all improvements are aligned to improved patient experience
 |
| 8. **Managing Self, Others and Resources**Developing, directing and leading others to accomplish organisational goals and objectives.People who display this competency effectively manage and direct the activities of others. They work through other people to accomplish objectives, and they encourage performance through motivation and feedback. They hold people accountable. They provide honest feedback and guidance in a supportive manner and assist others in meeting individual goals and challenges. In all, they are positive, objective and fair. | 1. Sets clear objectives for self and service
2. Proactively and effectively challenges under performance
3. Values and manages all aspects of diversity and treats other with respect
4. Engages staff in understanding all decisions affecting them
5. Acts as an exemplar inspiring others to perform, develop and grow
6. Exemplifies the values and behaviours of Facing the Future Together particularly when under pressure

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| **CORE COMPETENCY** | **EXAMPLE PERFORMANCE CRITERIA/RELATED BEHAVIOURS** |
| 9. **Leadership Insight and Impact** The ability to acknowledge and understand feelings in ourselves and others to discriminate among them to guide ones thinking and actions.People who display this competency effectively understand others; their concerns, feelings, strengths and weaknesses. They consider this to lead and influence and use it to create a sense of inclusiveness required in a diverse workplace. Through understanding they discover what others need and work with them for the success of the business. | 1. Works to understand intent, concerns and feelings of others, even when not clearly expressed
2. Understands the impact of their own behaviour on others
3. Capitalise on the values, skills and knowledge of others
4. Demonstrates and encourages resilience
 |
| 1. **Relationship Management**

Developing and maintaining positive relationships with individuals both inside and outside their work group.People who are competent at relationship management actively seek opportunities to build relations important to their service. They are in regular contact with internal or external colleagues, they consider how their actions or decisions may impact on other groups and their objectives. | 1. Values relationships within, across and outside the organisation
2. Actively builds and maintains networks and relationships that support service objectives
3. Develops work relationships to facilitate smooth operations
4. Allocates time and effort to understanding and meeting the needs of the internal or external clients
5. Displays good social skills
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**Summary of Terms and Conditions**

**The terms and conditions of service are those approved and amended from time to time by the National Agenda for Change Terms and Conditions Agreement**

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| --- | --- |
| **Job title**  | Deputy Director – South Sector  |
| **Job reference number**  | 192754 |
| **Closing date**  | Noon, Monday 5th August 2024 |
| **Vacancy enquiries to**  | If you would like to find out more about this role before applying, please contact Arwel Williams, South Sector Director, on or email: arwel.williams@ggc.scot.nhs.ukOr William Edwards , Chief Operating Officer 0141 211 0684 or 07771 506 059 for a confidential discussion |
| **Agenda for Change band:**  | Executive and Senior Manager Band D |
| **Salary**  |  £81,606 - £104,546 per annum |
| **Base**  | Queen Elizabeth University Hospital, Glasgow |
| **Contract type**  | Fixed term (12 months)  |
| **Annual leave**  | The basic annual leave entitlement in a full year commencing 1st April to 31st March is 27 Days on appointment, rising to 29 days after five years and 33 days after 10 years. Leave entitlement is pro rata where applicable.  |
| **Superannuation**  | All employees are automatically enrolled it the Scottish Public Pensions Agency.  |
| **Healthcare Support Workers**  | All NHS Scotland postholders that are not governed by a regulatory or professional body are considered to be healthcare support workers. On appointment, you will be expected to comply with the NHS Scotland Mandatory Induction Standards and Code of Conduct for Healthcare Support Workers. Healthcare Support Workers are expected at all times to practice competencies that demonstrate insight, understanding and mutual respect of patients, their families, carers and work colleagues. Whether in a clinical or non-clinical role the post holder is expected at all times to be an exemplar of person centred care, embracing their Code of Conduct to a high standard as part of an integrated health professional team. |
| **Smokefree policy** | NHS Greater Glasgow and Clyde operates a smokefree policy on all premises and grounds. |
| **Equal Opportunities** | NHS Greater Glasgow and Clyde is as an equal opportunities employer. |



**RECRUITMENT PROCESS AND TIMETABLE**

NHS Greater Glasgow and Clyde’s Recruitment team will coordinate candidate communications including application confirmation and the scheduling of each stage of the recruitment and selection activity. Outlined below are key note timescales within this recruitment campaign. All candidate applications will be acknowledged and treated in the strictest of confidence.

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| **Recruitment Stage** | **Planned Date** |
| Recruitment Advertising Campaign opens | Friday 26th July 2024 |
| Closing date for return of applications | Noon, Monday 5th August 2024 |
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| Shortlisted candidates advised of outcome of application | w/c 5th August 2024 |
| Final Panel interview will include a competency based interview and presentation  | Tuesday 6th August or Thursday 8th August 2024 |

**Special Requirements for Selection Events**

Where appropriate we are fully supportive in discussing making any reasonable adjustments to the recruitment process to ensure no candidate is disadvantaged as a result of a disability or any other health condition.

If you require any special arrangements to be made in regards your participation in selection event, please indicate this by contacting separately Heather Silvester Recruitment Team Lead on email to: Heather.Silvester@ggc.scot.nhs.uk or telephone no: 07814313949.

If you have a disability or long-term health problem, the Board is committed to offering reasonable adjustments throughout the recruitment process and employment.

If you require further information on any stage of the recruitment process the please contact Heather Silvester as detailed as above.

**Data Protection legislation**

The information supplied by your application will only be processed by authorised NHS Greater Glasgow and Clyde personnel involved in relevant stages of the recruitment process. Applications submitted via the NHS Scotland Recruitment system Job Train will be retained by NHS Greater Glasgow and Clyde  and will be used for the purpose of  processing your application and for statistical and audit purposes.  NHS Greater Glasgow and Clyde will process the information for the stated purposes in regards your application for employment. If your application is unsuccessful your information will be retained securely for 12 months from the completion of the recruitment process and then confidentially destroyed.



**HOW TO APPLY**

NHS Greater Glasgow and Clyde’s Recruitment team will coordinate candidate communications including application confirmation and the scheduling of each stage of the recruitment and selection activity.

Please note the Closing Date for returning applications: **12noon, Monday 5th August 2024**

**Candidates will be unable to submit applications after the closing date.**

**Should you require an informal discussion about this post, please contact:**

**If you would like to find out more about this role before applying, please contact Arwel Williams, South Sector Director, on 07790913979 or email:** **arwel.williams@ggc.scot.nhs.uk** **or William Edwards, Chief Operating Officer 0141 211 0684 or 07771 506 059 for a confidential discussion.**

##

Please refer to Job Description and Person Specification for details of the role.

To apply for the post of **Deputy Director – South Acute Services** please complete the following:-

* Please visit **https://apply.jobs.scot.nhs.uk** to access and complete the online application form
* Please also include details of 2 Referees, one of which must be your current or most recent employer. Referees will not be approached without obtaining your prior consent.
* Please also advise of any unavailability during w/c 5th August 2024 and any other information in support of your application by emailing Heather.Silvester@ggc.scot.nhs.uk quoting reference number 192754
* Candidates are also requested to complete the Equal Opportunities Monitoring Section of the Application Form. This section of your application will not be made available to anyone responsible for shortlisting and interviewing for the post.

**Further Information**

If you have any further queries regarding the recruitment and selection process, please do not hesitate to contact Heather Silvester, Recruitment Lead, Recruitment Service, NHS Greater Glasgow and Clyde by email: Heather.Silvester@ggc.scot.nhs.uk

**All applications will be acknowledged and treated in the strictest of confidence.**