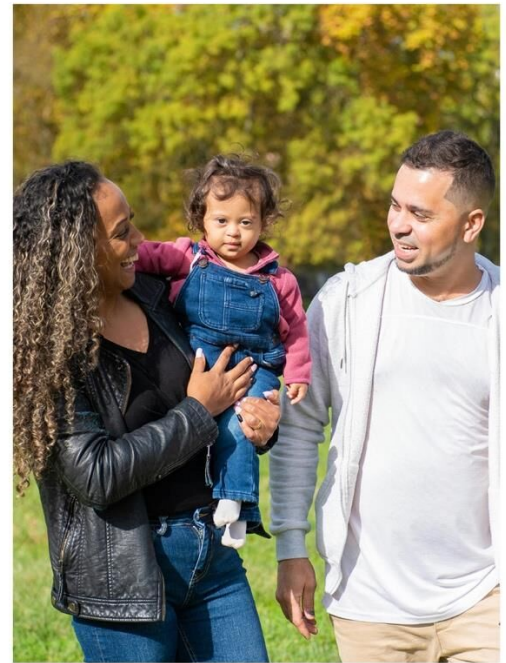


Director of Public Health and Health Policy Recruitment Pack



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Message from our Chief Executive

Thank you for your interest in our Director of Public Health and Health Policy.

As the Chief Executive of NHS Lothian, I am delighted to have the opportunity to lead the recruitment process to secure a talented and inspirational leader for this role.

NHS Lothian is one of the UK's largest health systems and this post provides both an exciting and a challenging opportunity for the right leader. As the Board's strategic lead for Public Health and Health Policy you will contribute to the leadership of prevention activity to improve the health of our population and reduce inequalities in Edinburgh, the Lothians and beyond.



Building upon and strengthening our public health partnership work to improve population health and reduce inequalities is fundamental to the success of our health and care system. As the Executive Lead for reducing health inequalities seeking an innovative and inclusive approach to help us achieve this will be a central part of the role.

We are looking for the best talent to join our executive team. If you believe that you can meet the brief and would live our values, then we would be pleased to hear from you.

Professor Caroline Hiscox
Chief Executive
NHS Lothian



Director of Public Health and Health Policy Edinburgh

Salary

Medical Appointment – Consultant Salary Scale plus Director of Public Health supplement

Non - Medical Appointment – Executive Manager Grade G

NHS Lothian covers Edinburgh city, East Lothian, Midlothian, and West Lothian. As one of the largest UK health systems and one of only four teaching Boards in Scotland, we have strategic partnerships with local Universities, local authorities and our four integration Joint Boards. We serve a population of 903,000, providing a range of primary care, community based, mental health and acute services. We also provide a wide range of nationally commissioned specialist services for the whole country, as well as regional services to populations ranging from 1.4m to 2.5m.

We aim to improve public health, maximise outcomes for patient experience, ensure clinical effectiveness and to continue to transform the way we do things, building on the success of our approach to quality management and developing our role as an Anchor Institution.

We are a values-driven organization with an ambitious transformational change programme linked to our strategic development framework.

We want to attract the best talent. Someone who acts with integrity and embraces and projects collective, compassionate and inspirational leadership.

Ideally, you will be an experienced Director of Public Health within a health or local authority organisation. You will be attuned to the demands of regulation and public scrutiny. You will understand how integrated health and care systems operate, but more importantly, how the different facets of the system interrelate so that innovation, improvement and integration occur naturally. You will be recognised by your peers for your innately collaborative leadership style and natural ability to build trust across all stakeholders.

These important qualities will be combined with innovative strategic vision and courage to act decisively to lead our public health and associated functions, ensuring we have strong ownership and participation in addressing inequalities and innovative approaches to prevention.

To arrange informal discussion please contact: georgia.sherratt@nhs.scot

To learn more about us, the role and how to apply please visit <https://apply.jobs.scot.nhs.uk>

Closing date for applications: **Monday 24th February 2025**

Selection interviews will be held in Edinburgh on **Monday 31st March 2025**

Assessment process will take place on **week commencing 17th March 2025**
(Psychometric Assessments one week prior)

Job Description

1. Reporting Relationships

Reporting to the Board Chief Executive. As an Executive Director of the Board and a member of the Corporate Management Team, you will provide leadership to ensure good governance and accountability mechanisms are in place to provide assurance to the Board and its Committees.

2. Job Purpose

The Director of Public Health is the most senior advocate for population health across the organisation and population served and as such requires to be highly visible and play a powerful role in forging partnerships with and influencing all local agencies to ensure the widest possible participation in the health and wellbeing agenda.

The postholder will provide expert advice and information to the NHS Lothian Board in relation to communicable disease control and environmental factors affecting health, and to assess local health and healthcare needs to inform the development and provision of services, with the aim of reducing inequalities and securing improvements in the health of the population. They will provide senior leadership to all staff employed by NHS Lothian working within Public Health and Health Policy.

The Director of Public Health will work with other colleagues to strengthen public health capacity and delivery across the region and nationally.

The Director of Public Health fulfills the role of Senior Information Risk Owner (SIRO) for the Board which includes corporate records management.

The Director of Public Health is part of the Executive Director on call rota with other members of the Corporate Management Team, with an estimated frequency of one in eight.

3. Dimensions

NHS Lothian serves a population of 900,000 with around 500,000 people living within the City of Edinburgh and the remainder across towns and communities in East, Midlothian, and West Lothian. For tertiary services we reach circa 1.5 million people, and we also provide specialist services to the entire population of Scotland.

NHS Lothian has a total baseline revenue budget of c£2.5bn per annum and capital in the region of £25m. NHS Lothian employs c 28,000 people.

NHS Lothian is one of Scotland's largest teaching Boards holding strong and close links with the University of Edinburgh, Napier University and Queen Margaret University. The postholder is responsible for a budget of £15m and around 175 members of staff.

4. Role of The Department

The Department of Public Health and Health Policy aims to improve and protect the health of the people in Lothian as part of a whole system approach to public health in Scotland. The department is organised into four multidisciplinary Divisions; Population Health, Healthcare Public Health, Health Protection and Business and Administration. Our Health Protection service is delivered on an East Regional basis with a Directorate lead within NHS Fife.

Population Health

- Deliver a health in all policies approach in health and social care partnerships and community planning partnerships with a focus on prevention and tackling inequalities
- Deliver a public health intelligence function for Lothian that supports epidemiology, planning, quality improvement and health promotion work within partnerships and hospital settings
- Provide oversight and public health leadership across Lothian for: Maternal and Infant Nutrition; Maternal and Child Health; Healthy Respect (Sexual Health); Quit Your Way (Tobacco); and NHS Lothian Resilience.

Health Care Public Health

- Provide oversight and leadership for screening programmes, immunisation, dental public health, pharmaceutical public health and equalities and human rights

East Region Health Protection service:

- Leading a health protection service from an East Region approach which includes NHS Lothian, NHS Fife, NHS Forth Valley and NHS Borders.
- Prevent the proliferation of communicable and non-communicable diseases and environmental hazards

Business & Administration: play a critical governance role ensuring that the directorate has robust processes and business procedures to meet strategic and operational objectives and priorities.

The Department is supported in its research function by the NHS Lothian Research and Development Department, as well as having good links with university partners. IT and other equipment supports day to day working, with comprehensive business and administration support available. Library facilities are available across NHS Lothian hospital sites.

5. Key Result Areas

Leadership and collaborative working for population health and prevention

- As a member of the NHS Lothian Board, and Corporate Management Team (CMT) to participate in the corporate management of NHS Lothian ensuring that high level expertise in the areas of Public Health is directly available to NHS Lothian Board and the CMT.
- To take the lead role on behalf of the Board in developing inter-agency interdisciplinary short- and long-term strategic plans for securing health improvement both in the general population and in vulnerable groups at high risk of poor health and/or reduced life expectancy. This will be undertaken in partnership with a range of agencies such as those in the statutory, non-statutory, voluntary, and private sectors and by taking lead

- responsibility for the NHS Lothian contribution to the local community planning partnerships.
- To advocate across the health and care system and with community and voluntary sector partners to raise awareness of the importance of prevention and the role of all staff in delivering public health interventions and reducing inequalities.
 - To influence external agencies in their public health policy decisions by working with complex professional, managerial and population groups and other organisations in the statutory, non-statutory and private sectors.

Surveillance and assessment of the population's health and well-being

- To ensure the proper design, development and utilisation of major information and intelligence systems to underpin public health improvement and action for the population across disciplines and organisations.
- To receive, interpret, provide, and advise on highly complex epidemiological and statistical information about the health of our populations to the NHS, Local Authority, and voluntary sector partners.
- To ensure the use of the best available evidence base to support the assessment of health needs, health inequalities, health impact assessment and the identification of areas for action within the local population.
- To produce an independent annual report on the health of the population of NHS Lothian.

Assessing the evidence of effectiveness of health and healthcare interventions programmes and services

- To provide expert public health advice and leadership to support and inform an evidence-based approach within ethical frameworks for commissioning and develop high quality equitable services, across primary, secondary, and social care, and across sectors including local authorities, voluntary organisations, etc. in potentially contentious and hostile environments where there are competing priorities and barriers to acceptance.
- To be responsible for leading on service development, evaluation, and quality assurance governance in specific areas and for preparing and adjusting action plans in line with changing needs and changing geographical boundaries.
- To provide expert advice to support evidence-based commissioning, prioritisation of services for the population and in some circumstances for the individual, in order to maximise opportunities for health.

Policy and strategy development and implementation

- To lead on behalf of NHS Lothian on the communication, dissemination, implementation and delivery of national, regional, and local policies and health strategies, developing inter-agency and interdisciplinary strategic plans and programmes, with delegated Board(s) or organisational authority to deliver key public health targets.
- To act in an expert advisory capacity on public health knowledge, standards, and practice across the spectrum of public health at Board or equivalent level.
- To be responsible for the development and implementation of multi- agency long- term public health programmes as required, based on identification of areas of potential health improvement, the diversity of local needs and the reduction of inequalities.
- To ensure proper linkages between the health agenda and the strategies related to the wider determinants of health including education, employment, housing, income, community safety, the environment and sustainability.

Population health

- To be responsible for health improvement programmes, public health surveillance, oversight of immunisation programmes and the national population health screening programmes locally.
- To take a Board or equivalent level leadership role in specified areas with local communities and vulnerable and hard to reach groups, helping them to take action to tackle longstanding and widening health inequality issues, using community development approaches as appropriate.
- To provide expert knowledge to ensure effective community involvement with regard to all the work of the organisation including commissioning and prioritising high-cost services and to ensure that policies and strategies are interpreted, developed, and implemented at all levels.

Health protection and resilience

- To take responsibility for safeguarding the health of the population in relation to communicable disease, infection control and environmental health, including oversight and governance of immunisation targets.
- Jointly with Directors of Public Health in the East Region, ensure the effective delivery of a regional health protection service and to ensure that effective local arrangements exist for covering the on-call rota for the effective control of communicable disease, environmental hazards to health and emergency planning, as detailed in local health protection action plans.
- To hold Executive Director responsibility for the delivery of the Resilience function within NHS Lothian, including business continuity and pandemic preparedness planning.
- To communicate effectively and diplomatically with a wide audience including the media and the public to change practice and behaviours in highly challenging circumstances such as communicable disease outbreaks, chemical incidents, immunisation, and screening.

Service improvement

- To be able to improve the efficiency, effectiveness, safety, reliability, responsiveness, sustainability and equity of health and care services through applying insights from multiple sources including formal research, health surveillance, needs analysis, service monitoring and evaluation.
- To provide expert advice to support evidence-based commissioning, prioritisation of services for the population and in some circumstances provide highly specialised advice (non-preferred treatment options or protocols based on the evidence for individual patients) in order to maximise opportunities for health.
- To be responsible for implementation of national standards/guidance and frameworks.
- To lead the developments of clinical networks, clinical governance and/or audit.
- To review evidence and provide highly specialised advice on preferred treatment options or protocols based on the evidence for individual patients.

Public health intelligence

- To analyse and evaluate quantitative and qualitative data and research evidence from a range of sources to make recommendations and inform decision making which has long term impacts.
- To compare, analyse and interpret highly complex options for running projects identified as key public health priorities, and communicate this information across organisations and the local community.
- To be responsible for the identification and implementation of appropriate health outcome measures, care pathways/protocols and guidelines for service delivery across patient pathways for the local population.
- To work with academic and service public health intelligence agencies and organisations to strengthen local, regional, and national public health intelligence and information capacity.

Academic Public Health/Research and Development

- To undertake and commission literature reviews, evaluate research surveys, audits and other research as required to inform equitable services and reduce health inequalities. This may involve taking the lead on public health research and development and related activities for NHS Lothian.
- To develop links with academic centres as appropriate to ensure the work of the organisation is based on a sound research and evidence base.
- To develop public health capacity through contributing to education and training and development within the directorate, and within the wider NHS and non-NHS workforce as part of the Public Health Workforce Plan. The department is approved for the training of public health specialists, including Specialty Registrars in Public Health.

Equalities and Human Rights

- To be the Board's recognised Executive Director for the delivery of the Equalities and Human Rights and Child Health Commissioner functions of the Board.

6. Assignment and Review of Work

The postholder is directly accountable to the Chief Executive and will work with broad direction within the parameters of Government priorities for health and the needs of the local population.

The post also operates within Lothian's Strategic Development Framework to which the postholder contributes as a member of the NHS Board and CMT. The responsibility for providing specialist professional advice to the Board on Public Health matters falls to the post holder.

Review of performance is through the agreement of performance objectives and individual appraisal by the Chief Executive reviewed by the Chair. Formal appraisal is annual but informal review will take place at regular intervals. The postholder is expected to pursue a programme of CPD/CME, in accordance with Faculty of Public Health requirements, or other recognised body, and undertake revalidation, audit or other measures required to remain on the GMC Specialist Register/GDC specialist list in dental public health/UK Public Health Register or other specialist register as appropriate.

7. Most Challenging/Difficult Parts of the Job

To influence the necessary cultural and attitudinal changes within organisations to ensure that population health and prevention activities are prioritised alongside urgent clinical needs. This is particularly challenging at a time of reduced fiscal spend within the public sector. Maintaining a commitment to reducing inequalities and improving population health over a long period of time, recognising that significant changes are often generational.

8. Communications and Relationships

The post holder will develop working relationships and communicate regularly with a wide

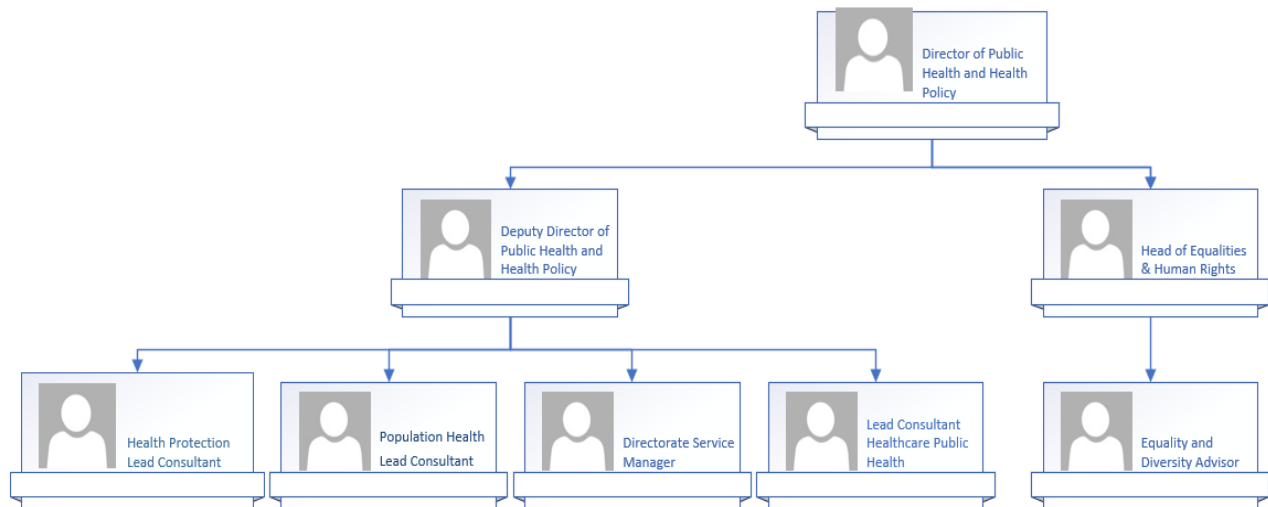
range of individuals, clinical and non-clinical staff in NHS Lothian, the wider NHS in Scotland and beyond; and with senior officials of external organisations including Local Authorities.

Excellent communication skills are required in order to persuade others and support the implementation of change. Strong presentational skills are required as is the ability to express views convincingly and coherently using a variety of media.

Excluding the postholders immediate line manager (Chief Executive) and staff within NHS Lothian, the following are key working relationships, with examples of the purposes of these contacts:

- With Non-executive Directors of NHS Lothian to ensure the provision of information and support to enable them to effectively fulfil their roles as non- executives, particularly in relation to the Board Public Health responsibilities.
- With other members of the CMT; senior managers; senior clinical staff, Partnership Representatives and others within NHS Lothian to ensure the development of effective health improvement strategies which have ownership beyond the Public Health function.
- With Public Health Scotland (PHS), Scottish Directors of Public Health and staff of other NHS systems to ensure NHS Lothian representation as appropriate in any Regional Public Health issues.
- With the Chief Medical Officer for Scotland, and other members of the Management Board and senior staff of Scottish Government to ensure high level Public Health input to National Working Groups, initiatives, etc. and that NHS Lothian is represented in national discussions relating to Public Health strategies.

Organisational Chart for Public Health



This chart illustrates the senior management team for the Public Health Directorate. The remaining staff within the directorate sit within four divisions under the leadership of the senior management team.

Person Specification

Qualifications and Training

Medical

- MBChB Degree with specialist post graduate medical qualification;
- Full and Current GMC Registration and with a Current Licence to Practice and current inclusion on the GMC Specialist Register/GDC Specialist List or UK Public Health Register;
- Meets the minimum CPD requirements set down by the Faculty of Public Health;
- Membership/Fellowship of a Royal College.

OR

Non-Medical

- Educated to Masters degree with a relevant professional qualification of equivalent levels of professional and technical knowledge through extensive experience;
- Meets the minimum CPD requirements set down by the Faculty of Public Health;
- Member of the UK Public Health Register.

Both

- Evidence of working in a Senior leadership role within the public sector;
- Extensive evidence of working in partnership across the community, voluntary and public sectors to prioritise work to reduce inequalities and improve population health
- Understanding of best public health practice, regulation and relevant current Government strategies and policies such as education, economy, and health
- Full knowledge and understanding of clinical governance with a strong track record in the governance of population health programmes
- Experience of managing significant financial resources and a large group of staff
- Extensive involvement in leading improvements in clinical services and encouraging the use of new clinical and service technologies;
- Track record of effective performance management and delivering performance targets.

Person Specification for Director of Public Health (Scotland)

IMPORTANT: This person specification contains changes introduced in amendments made to the NHS (Appointment of Consultants) Regulations for England, Scotland, Northern Ireland, and Wales which came into force during 2005. Further amended in June 2015, and September 2018.

Education/Qualifications	Essential	Desirable
The National Health Service (Appointment of Consultants) Regulations 1996 (legislation.gov.uk) In line with legislation, inclusion in the GMC Full and Specialist Register with a license to practice/GDC Specialist List or Inclusion in the UK Public Health Register (UKPHR) for Public Health Specialists at the point of application	X	
If included in the GMC Specialist Register/GDC Specialist List in a specialty other than public health medicine/dental public health, candidates must have equivalent training and/or appropriate experience of public health practice	X	
Public health specialty registrar applicants who are currently on the UK public health training program and not yet on the GMC Specialist Register, GDC Specialist List in dental public health or UKPHR must provide verifiable signed documentary evidence that they are within 6 months of gaining entry to a register at the date of interview. *	X	
If an applicant is UK trained in Public Health, they must ALSO be a holder of a Certificate of Completion of Training (CCT), or be within six months of award of CCT by date of interview If an applicant is non-UK trained, they will be required to show evidence of equivalence to the UK CCT [see shortlisting notes below for additional guidance]	X	
Applicants must meet minimum CPD requirements (i.e. be up to date) in accordance with Faculty of Public Health requirements or other recognised body	X	
MFPH by examination, by exemption or by assessment, or equivalent	X	
Masters in Public Health or equivalent		X
Have documented evidence of current (or past) competence at the level required by the legislative guidance in order to be appointed as an NHS Health Board "Competent Person" for the purposes of the Public Health etc. (Scotland) Act 2008, as set out in the appropriate regulations	X	
Personal qualities [Recruiters are welcome to refine these criteria to ensure good fit with post concerned]		
Able to influence senior members including directors and CEOs	X	
Able to both lead teams and to able to contribute effectively in teams led by junior colleagues	X	
Commitment to work within a political system irrespective of personal political affiliations	X	
Experience [Recruiters are welcome to refine these criteria to ensure good fit with post concerned]		

FPH specimen job description – Director of Public Health (Scotland) (updated April 2024)

Delivery of successful change management programmes across organizational boundaries	X	
Media experience demonstrating delivery of effective health behaviour or health promotion messages		X
Experience of using complex information to explain public health issues to a range of audiences	X	
Skills [Recruiters are welcome to refine these criteria to ensure good fit with post concerned]		
Strategic thinker with proven leadership skills and operational nous	X	
Able to demonstrate and motivate organisations to contribute to improving the public's health and wellbeing through mainstream activities and within resources	X	
Ability to lead and manage the response successfully in unplanned and unforeseen circumstances	X	
Analytical skills able to utilize both qualitative (including health economics) and quantitative information	X	
Ability to design, develop, interpret, and implement strategies and policies	X	
Knowledge [Recruiters are welcome to refine these criteria to ensure good fit with post concerned]		
In depth understanding of the health and care system and the relationships with both local national government	X	
In depth knowledge of methods of developing clinical quality assurance, quality improvement, evaluation and evidence based public health practice	X	
Strong and demonstrable understanding of interfaces between health, social care, and key partners (dealing with wider determinants of health)	X	
Understanding of the public sector duty and the inequality duty and their application to public health practice	X	
Equality and diversity		
An understanding of and commitment to equality of opportunity and good working relationships, both in terms of day-to-day working practices, but also in relation to management system	X	

****Applicants going through the portfolio registration routes (GMC or UKPHR) are not eligible to be shortlisted for interview until they are included on the register. The six-month rule does not apply to these portfolio route applicants.***

The postholder will join the Executive On Call rota. If the successful candidate would prefer to join the public health on call rota, they will need to demonstrate that they are a competent person"

NHS Lothian The Place

NHS Lothian provides a comprehensive range of primary community – based and acute hospital services for the populations of Edinburgh, Midlothian, East Lothian, and West Lothian.

We also provide some services for patients in the Borders and Fife and are a national centre of expertise for a range of clinical specialties provided to people across Scotland. NHS Lothian has an annual budget of c£2.5bn and employs approximately 28,000 staff.

Our System Vision

- Citizens lead longer, healthier lives with better outcomes from the care & treatment we provide.
- We connect health and social care services seamlessly, wrapping around the citizen in their home.
- We improve performance across our system, with better experiences for citizens and those who work for and with us.

Our Mission

- Improving the health of the population.
- Improving the quality of healthcare.
- Improving staff experience achieving value and financial sustainability.
- Better health, better care, better value.

Our Values

- Care and Compassion.
- Dignity and Respect.
- Quality.
- Teamwork.
- Openness, Honesty and Responsible.



Our Context and Our Challenges

NHS Lothian now serves over 900,000 residents, a number which swells considerably during the Festival and at Hogmanay. We work with 4 Integration Joint Boards in East Lothian, Edinburgh, Midlothian, and West Lothian; with more than 120 GP practices; with 4 major acute hospital campuses and over 28,000 staff, and with multiple higher and further education institutions. We provide local, regional, and national services and believe that we provide these to a high quality. We pride ourselves on the effort and professionalism our staff put into taking care of people.

During the late summer of 2020, we began working with the Royal Society of the Arts, using their Future Change Framework to see what we had learned from the first wave of the covid pandemic. We were also open to the idea that, as well as the vast range of problems and difficulties that the pandemic had brought, we had also learned a lot about ways we could positively change how our system works and the services we provide.

Based on this work the Board adopted a series of principles and assumptions and agreed fixed points to give us a skeleton to work within. This culminated in the development of the Lothian Strategic Development Framework (LSDF) where the outcomes we aim to achieve are delivered by 5-year plans for scheduled care and children's services, where NHS Lothian is the planner and commissioner and for unscheduled care, primary care and mental health, illness and wellbeing, our Integration Joint Boards are the planners and commissioners. These plans are sensitive to and supported by five parameters: workforce, reserve, capital, technology, and sustainability.

Over the last 3 years, we have established a series of programme boards which bring together the leadership teams from our IJBs and from NHS Lothian to map out our actions to improve services. These programme boards – for scheduled care, unscheduled care and mental health, illness, and wellbeing – have worked over the last couple of years to build plans for the next five years to deliver on our aims and objectives. In addition, we have worked with partners to develop plans for primary care and children and young people's services.

We have worked to ensure that we take account of citizens' views in our work so far, but it is really important to remember that what is presented in the LSDF here is meant to start a much broader conversation with citizens and partners. Not everything we have summarised in the framework will be 'right,' and some things are not completely clear to us yet. We need the help of our citizens and partners to work with us to get the best answers we can.

Given the significant changes to the public sector finances in the last year we are now in the process of reviewing our commitments and ambitions within the LSDF which means that the route map and timescales for delivering on some of our key ambitions and commitments are changing.

The changing demography of our growing population is an important contextual piece. In 2012 there were just under 844,000 people in Lothian, of whom about 15% were aged 65 or above. In 2022, Lothian has grown to a population of 903,000, of whom 17% are aged 65 or above. While this increase in the proportion aged 65 or above appears modest (at an increase of 2% of the total population) it represents nearly 27,000 more older people – 21% more than a decade prior.

This increase could be considered positive, as Scotland and Lothian attract new migration into the area. However, people over the age of 65 are likely to have more health conditions and therefore be more frequent users of health services. This fact may raise pressure on our services, as the population of older age groups is projected to continue increasing.

This demography also affects our workforce, and so we are acutely conscious that the same issues that affect the general population as they age also affect our workforce, resilient and dedicated as they are. Our workforce plan seeks to lay out how we will develop and support our staff to be more productive and rewarding careers, but there is no denying the scale of the challenge the aging demography presents us with – for example, 37% of our registered mental health nursing workforce are over the age of 50, and we expect 75% of them to retire by the time they reach the age of 60.

Meanwhile, only 12% of our workforce in this area is under the age of 30, meaning we need to bolster our workforce and redesign our services in order to continue to provide improved services.

Workforce transformation, improved use of technology and innovation, in all its forms, will help us reduce these workforce gaps, but the challenge remains around the adequacy of training pipelines.

Our ongoing work to build and strengthen our person-centered culture is crucial to enabling us to attract and retain staff. As is, our strong commitment to place staff wellbeing at the heart of our people strategies and practices, along with our Anchors ambitions and our continuous improvement approach to advancing workforce equalities.

Finally, there is no avoiding the significant challenge presented to our system by financial pressures, and the need for a financial recovery approach which balances the three pillars of governance: clinical, staff and financial.

Appointment Arrangements

Applications

You must submit a CV with a supporting statement outlining the qualifications, experience and leadership competencies you will bring to the role. Please include the names and contact details of two referees, one of whom should be your current employer.

Employment References

Please include name, address, email, and telephone number of two referees. Candidates should state their relationship with each referee. Employment references will be taken up for the successful candidate only.

Evidence of Qualifications

Candidates will be required to bring evidence of their qualifications to interview.

Medical Assessment

The preferred candidate, following interview, will be required to undergo pre-employment health screening.

Criminal conviction check

A criminal convictions check will be required.

Immigration, Asylum and Nationality Act 2006 – Prevention of illegal working

Candidates must be eligible to work in the UK – The successful candidate will be required to provide original evidence of his/her eligibility to work in the UK. Guidance on suitable documentation will be provided.

Provision of false information

Candidates should note that the provision of false information or the omission of material information in their application or at interview may lead to the offer of employment being withdrawn or summary dismissal.

Interview and Assessment Arrangements

Short listed candidates will be required to undertake on-line psychometric assessment before interview and to participate in an assessment process before interviews.

There will be testing of candidate competence at interview and candidates will also be invited to present on a specific topic.

Closing date for returned CV and supporting statement: Monday 24 February 2025

These should be returned to: Lynn.grieve@nhs.scot

Summary of NHS Lothian Terms and Conditions

Salary

Medical Appointment – Consultant Salary Scale plus supplement
Non - Medical Appointment – Executive Manager Grade G

Non-Medical Appointment

The Pay Arrangements for Executive and Senior Managers are subject to Direction by Scottish Government Ministers, and as set out in CEL (2011) 7.

This post is set at Grade G within the Executive and Senior Managers Pay Arrangements £121,036-£160,787per annum.

Medical Appointment

Consultant Core Salary: £107,144 – £142,369 per annum Plus Band B supplement.
Entry point to the salary scale will take account of previous experience.

Your salary will be paid into your bank account on the last Thursday of each month.

Pension fund

The appointment is superannuable under the NHS (Scotland) Superannuation Scheme unless you opt out in favour of some other scheme or are ineligible to join. Your remuneration will be subject to deduction of superannuation contributions in accordance with the scheme. Costs and contributions are available on the SPPA website: www.sppa.gov.uk

NHS Lothian encourages staff to join the scheme.

Sick Pay

Sick pay entitlements will be in accordance with the provisions of the NHS Staff Council. Sickness allowance depends on the length of continuous service and is on a scale ranging from one month's full pay plus two month's half pay during the first year of service, up to six month's full pay plus six month's half pay after completing five years of service.

Hours of work

For medical and dental staff the post will be up to full time – 40 hours per week. For pay purposes the working week will be deemed to be 40 hours.

For non-medical staff the working week will be up to full-time 37½ hours per week. For pay purposes the working week will be deemed to be 37½ hours.

Holiday entitlement

For Medical staff the annual holiday entitlement is 33 days regardless of length of service.

For Non-Medical staff the annual holiday entitlement is 27 days annual leave per year on commencement, rising to 29 days after 5 years service and 33 days after 10 years service.

There are also 8 fixed public holidays in a year for all staff.

Relocation

Relocation expenses will be payable to the successful candidate in accordance with the Board's policy. NHS Lothian will pay up to £8,000 towards relocation expenses.

Period of notice

Appointment is subject to termination by either side giving 6 months written notice.