



JOB SUMMARY - Scottish Pharmacist and Pharmacy Technician Clinical Leadership Fellows

Overview of Scheme

We are delighted to be offering five one-year secondment opportunities for four Senior Pharmacists and one senior Pharmacy Technician to develop their leadership skills at a strategic level working closely with Scottish Government.

Who is the scheme open to?

- The scheme is open to all Senior Pharmacists. For those in the community sector you should have relevant experience of managing people and services and for those currently working in the managed sector this is targeted at Agenda for Change Band 8A or 8B appointments. The scheme is also open to all Pharmacy Technicians working at Agenda for Change Band 7 or 8A, for NHS employees, or are Accredited Checking Technicians within the community setting in Scotland are also encouraged to apply. Applicants will have to negotiate time from their existing employer to undertake the post and must be supported by their Director of Pharmacy, line manager or community pharmacy owner. The posts are part-time (0.6 WTE) secondments.

What will the scheme offer you?

- Most importantly this is a chance to develop your leadership skills, gain insights into the business of Scottish Government and raise the profile of the profession
- You will get a fantastic opportunity to lead on a project, work with teams across the profession, learn about and understand the topic from different perspectives and remits
- Opportunity to influence national initiatives in order to contribute to aspects of modern pharmacy and healthcare related services
- You will also be joining a network of other fellows from both the Scottish and English Schemes with a chance to build a professional network for the future
- The part-time nature of the post will allow you to continue to develop your current skills in practice with your current employer, whilst undertaking a tailored programme of experience and development
- You will also be given the opportunity to be supported within a national leadership training and mentorship programme

Who would you report to?

- You would report to the Chief Pharmaceutical Officer, via the Achieving Excellence in Pharmaceutical Care (AEiPC) Advisory Group, for your work with Scottish Government.

Where will you be based?

- Due to current COVID-19 restrictions to office working you will be officially based in a NES office in Scotland (to be negotiated in relation to your home base). However, most of your work would be carried out from home. If travel restrictions improve there is also likely to be adhoc travel required when attending meetings, which might also include some travel across the country including Scotland, England and Wales.

Scottish Government

Context

The Scottish Chief Pharmaceutical Officer's Clinical Pharmacy Leadership Fellow Scheme was launched in 2018. The fourth cohort will provide the opportunity for the appointment of five Senior Pharmacists/Pharmacy Technicians (these posts), to spend a 12-month secondment developing their strategic leadership skills working with Scottish Government (SG) and NHS Scotland Pharmacy leaders, as well as other senior stakeholders. You will take forward some of the key national actions to support the Scottish Pharmacy Strategy 'Achieving Excellence in Pharmaceutical Care' (AEiPC) (August 2017) and work closely with existing teams in policy areas outlined in the "Route Map to the 2020 Vision for Health and Social Care".

It offers a unique opportunity and experience to develop a range of personal transferable skills in leadership, management, strategy, project management and health policy.

As detailed in AEiPC, there are a number of commitments linked to service redesign and improvement, much of which requires a robust and highly skilled Pharmacist workforce.

Our offer to you

The priority for this opportunity is to develop the Scottish leaders of the future. In addition, these five Scottish posts will take forward some of the key priority activities detailed within the Scottish Government Pharmacy Strategy, *Achieving Excellence in Pharmaceutical Care* (AEiPC) 2017. These posts will be linked to key strategic groups and organisations within NHS Scotland and the profession to receive guidance and review, and will focus on the following areas:

- **Substance Misuse** (this role will link with the review of Drug Deaths in Scotland and is ideally suited to a community pharmacist)
- **Development of Advanced level scope of practice for Pharmacy Technicians**
- **Digital Pharmacy Capabilities** – Electronic Prescribing and Dispensing in primary care and associated skills
- **Hospital Pharmacy Service Transformation – Electronic Prescribing**
- **Pharmacogenomics**

What support will be available to you?

Internal support will be integral to the success of the Scottish Pharmacist Clinical Leadership Fellows – and will consist as follows:

1. An **Executive sponsor** in NES Pharmacy, the host organisation, facilitating and promoting the Fellowship
2. A **Leadership mentor** – a Director of Pharmacy or a senior pharmacist involved in the community sector – not necessarily from the same host organisation but focusing on the development of leadership and management skills
3. **Project mentors** – whose main focus will be the practicalities of delivering a project within the relevant organisation
4. A **Coach from the Leadership and Management Programme**- providing closer generic support, advice and coaching
5. **Peers** in the programme within Scotland (Current and Past) – Scottish Pharmacist Clinical Leadership Fellows (SPCLFs)
6. Other national **Clinical Fellows** within Pharmacy in England and other Clinical Fellows in Medicine and Dentistry.

Key areas of responsibility

Throughout the 12 months, the Scottish Pharmacist Clinical Leadership Fellows will contribute creatively to the key high-profile areas identified by the Scottish Government, to deliver a report on the work achieved in the specific projects while forming a network to develop their own personal leadership and management capabilities. They will actively engage with their assigned mentors to develop a tailored programme of objectives and to plan and undertake a project that supports these objectives.

Evaluation

Whilst there will be no formal assessment of the Scottish Pharmacist Clinical Leadership Fellows there is an expectation that they will be highly motivated to achieve tangible outcomes that will enhance their personal portfolios and make a meaningful contribution to NHS Scotland on behalf of the SG, and ultimately to the profession and health care delivery for the benefit of patients. The Scottish Pharmacy Clinical Leadership Fellows will also be expected to ensure well-evidenced and robust processes are in place to document their achievement.

Key links

- NES Pharmacy – Scottish Pharmacist Clinical Leadership Fellows
- Scottish Government – AEIPC Advisory Group
- Directors of Pharmacy
- Community Pharmacy Scotland
- National Pharmacy Technician Group Scotland
- National Services Scotland /Health Improvement Scotland
- National Acute Pharmacy Leads
- SP3AA
- Primary Care Community Pharmacy Group
- Faculty of Medical Leadership and Management

Shortlisting and Interviewing

Candidates may apply during the recruitment period closing date **13th June**. Shortlisted candidates will be invited to **interview in July (interviews will be held remotely via Microsoft Teams invites, with final dates to be confirmed)**. Successful applicants will be appointed to commence their fellowship role for 12 months from September 2021. There would be an expectation that successful candidate would negotiate with current employer release for maximum 2 x 3-hour virtual leadership development sessions in August to meet with other Scottish fellows.

Applications close on.

For further information please contact Susan Roberts, Associate Postgraduate Pharmacy Dean at NES on pharmacy@nes.scot.nhs.uk

If you have any queries or encounter any difficulties with your application please contact recruitment.hr@nes.scot.nhs.uk.



Joint Clinical Leadership Fellow – Pharmacy Technician

Essential Criteria – these are attributes without which a candidate would not be able to undertake the full remit of the role. Applicants who do not clearly demonstrate in their application that they possess the essential requirements will normally be eliminated at the short listing stage.

Desirable Criteria – these are attributes which would be useful for the candidate to hold. When short listing, these criteria will be considered when more than one applicant meets the essential criteria.

Means of Assessment – please note that candidates invited for interview will be notified if there will be a requirement to undertake a test or presentation. These additional assessments may be used to judge one or more criteria within the factor.

| Factors | Essential | Desirable | Means of Assessment |
|--|---|--|-------------------------------------|
| Key Leadership Behaviours | <ul style="list-style-type: none"> Inspiring Empowering Adaptive Collaborative Engaged and Engaging | Evidence of interest in/experience of coaching and mentoring, | Application & Interview |
| Education and Professional Qualifications | <ul style="list-style-type: none"> Postholder must be a GPhC registered Pharmacy Technician | <ul style="list-style-type: none"> Academic publications, presentations or prizes Additional related qualifications or working towards e.g. Postgraduate diploma, BSc, Masters, MBA, PhD or equivalent | Application & Pre-Employment checks |
| Eligibility | <ul style="list-style-type: none"> Eligible to work in the UK or participate in this scheme according to visa requirements | | Application & Pre-Employment checks |
| Fitness to practise | <ul style="list-style-type: none"> No conditions imposed on GPhC registration Up to date CPD records | | Application |
| Experience | <ul style="list-style-type: none"> Significant post registration experience in pharmacy practice Significant experience of managing large and complex projects/workstreams | | Application & Interview |
| Healthcare systems | <ul style="list-style-type: none"> Demonstrates good knowledge of the NHS and healthcare systems Experience/understanding of the external political and social environment, including NHS Scotland policy issues and priorities, and the wider agenda of public policy impacting on other relevant agencies | | Application & Interview |

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|--|--|--|-------------------------|
| Education & Training | <ul style="list-style-type: none"> • Experience of planning, developing and delivering education and training | <ul style="list-style-type: none"> • Attendance at teaching courses • Evidence of regular teaching or formal teaching roles • Organisation of teaching programmes | Application & Interview |
| Quality/Service Improvement & Audit | <ul style="list-style-type: none"> • Experience of leading, developing and managing health services and applying improvement methodology which has had an impact/focused on patient safety and clinical improvement • Experience and/or knowledge of audit, evaluation, research and development | <ul style="list-style-type: none"> • Evidence of publications/presentations/prizes in service improvement • Service improvement project • Experience of guideline or policy development | Application & Interview |
| Leadership & Management | <ul style="list-style-type: none"> • Knowledge of and expertise in organisational, leadership and management development and models for delivery of leadership development • Understands the importance of developing appropriate behaviours and competencies in leadership and management • Demonstrates clear leadership aspirations • Experience of successfully managing staff and leading teams • Team player | <ul style="list-style-type: none"> • Evidence of achievement outside of pharmacy • Evidence of effective leadership in and outside pharmacy • Evidence of coaching or mentoring | Application & Interview |
| Skills | <ul style="list-style-type: none"> • Quick to understand new information and adapt to new environments • Ability to think creatively and strategically and to manage change • Clarity of thought and expression • IT literate with experience in Microsoft Office systems • Highly developed English written and verbal communication skills: <ul style="list-style-type: none"> - Demonstrates clarity and prioritisation in written/spoken communication - Capacity to adapt language to the situation, as appropriate - Able to build rapport, listen, persuade and negotiate • Problem solving and decision making: <ul style="list-style-type: none"> - Capacity to use logical/lateral thinking to solve problems/make decisions, indicating an analytical/scientific approach | <ul style="list-style-type: none"> • Writing experience – peer reviewed publications and/or other communication medium (e.g. blog, letters etc) • Experience of presenting complex information • Demonstrates information technology skills | Application & Interview |

| | | | |
|-----------------|---|--|-------------------------|
| Personal | <ul style="list-style-type: none"> • Shows initiative, drive and enthusiasm (self-starter, motivated, shows curiosity, initiative) • Commitment to personal and professional development • Seeks and acts on feedback regarding own effectiveness and areas for development • Reflects on past performance and applies learning to current practice • Managing others and team involvement: <ul style="list-style-type: none"> - Able to work in multi-professional teams - Ability to show leadership, make decisions, organise and motivate other team members • Organisation and planning: <ul style="list-style-type: none"> - Capacity to manage/prioritise time and information effectively - Ability to work autonomously to agreed objectives and timescales • Able to cope with pressure and manage uncertainty | <ul style="list-style-type: none"> • Achievements outside of pharmacy | Application & Interview |
|-----------------|---|--|-------------------------|

Leadership Behaviours

NHS Education for Scotland (NES) assesses and selects employees based on our leadership behaviours which are expected at all levels in the organisations. These leadership behaviours support the NES ways of working and NHS Scotland values.

These leadership behaviours describe how we work, and what is expected of everyone who works in NES. A number of methods may be used to assess these behaviours as part of our recruitment and selection processes. Our leadership behaviours are:





CONDITIONS OF SERVICE

| | | | |
|--|--|-------------------------|--|
| TITLE: | Scottish Pharmacy Technician Clinical Leadership Fellow | LOCATION: | Flexible Base / Any NES Office Location |
| REPORTING TO: | Chief Pharmaceutical Officer | | |
| GRADE: | Agenda for Change Band 7 OR Band 8A or equivalent. (paid at current salary level within these grades) | SALARY SCALE: | £39,693 to £46,467 pro-rata per annum OR £49,975 to £53,948 |
| HOURS AND DAYS OF WORK: | Part time, 0.6wte (22.5 hours per week). Based on a normal working week of 37.5 hours. Office opening hours are 0700 to 1900 | | |
| JOB STATUS: | secondment opportunity for 12 months | NOTICE PERIOD: | 4 weeks |
| ANNUAL HOLIDAYS: | 27 days rising to 29 days after 5 years service, rising to 33 days after 10 years service | PUBLIC HOLIDAYS: | 8 local/ Public Holidays per annum |
| REHABILITATION OF OFFENDERS CLASSIFICATION: | The 'exemption' status of posts within NES may change in the future and all successful candidates should be aware that they may be asked to obtain a further Disclosure from Disclosure Scotland at a later date, should a post's status change, or if they are transferred or promoted into a post that is exempt. | | |

SUPERANNUATION:

Please note under changes to workplace pension arrangements introduced by the UK Government, NHS Education for Scotland along with other employers requires to ensure all staff are automatically enrolled in a pension scheme. Consequently, all new starts from 1 October 2013 will be automatically enrolled into the NHS Superannuation Scheme (Scotland). Contributions are based on whole time pensionable earnings as set out in the table below;

| Employee contribution rates 2020/2021 | | |
|---------------------------------------|---|--------------|
| Tier | Annual Pensionable Pay (Full Time Equivalent) | Contribution |
| 1 | Up to £20,605 | 5.2% |
| 2 | £20,606 to £24,972 | 5.8% |
| 3 | £24,973 to £31,648 | 7.3% |
| 4 | £31,649 to £64,094 | 9.5% |
| 5 | £64,095 to £89,731 | 12.7% |
| 6 | £89,732 to £119,560 | 13.7% |
| 7 | £119,561 and above | 14.7% |

Sessional workers who work more than 10 sessions per week under NHS condition may be unable to contribute further to the superannuation scheme.

The conditions above are for information purposes only and may be subject to variation. They do not form the basis of a legal contract.