

The background of the cover is a scenic photograph of a coastal landscape in Orkney, showing a green field in the foreground, a small town by the water, and hills in the distance under a blue sky with scattered clouds. Overlaid on the right side of the image are several concentric circles in shades of blue and grey, creating a modern, abstract design.

Moving & Handling Advisor

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Welcome from Michael Dickson, Chief Executive

Thank you for your interest in this position.

Considering a move to somewhere like Orkney can feel like a daunting decision, what will it be like? Where will I live? What about Schools and childcare? Why should I come to Orkney?

We have tried to answer some of these questions and give you some information about living and working in Orkney and further details about NHS Orkney. I hope that you find this pack useful and it helps you come to the conclusion that you should apply to work with us.



NHS Orkney is committed to the delivery of high-quality, safe, and effective care for all that need us. We are proud to employ about 700 staff across our community, primary and secondary care services.

NHS Orkney has seen significant changes in how we deliver services to our community with a real focus on providing care in Orkney and ideally in their own home. The pace of change will continue to accelerate driven by the committed staff who are keen to adopt new and innovative ways of working without losing what is special to working in Orkney, our community. I am committed to working in an open, honest and transparent way that supports staff to innovate, be bold and be brave knowing that not everything we do turns out as we intended, and it is important that we learn from these events so we can continue to improve what we do. NHS Orkney has a clear set of core values and these drive all we do:

- Care and Compassion
- Dignity and Respect
- Quality and Teamwork
- Openness, Honesty and Responsibility

The final thing I would like to say to any prospective applicant is that Orkney occupies an enviable location at the north of Scotland with breath taking beaches, hills, mountains and rolling countryside right on our doorstep. Orkney has consistently come out top in national lifestyle and happiness surveys, with an open and vibrant community it is the perfect location to provide a safe and welcoming home. This, along with Orkney's direct flight connections to other major cities in Scotland, means the area can offer employees plenty of opportunities for those in pursuit of finding the right work-life balance.

Michael Dickson
Chief Executive
NHS Orkney



Job Advert



Moving & Handling Advisor

The Balfour - Health & Safety Department

Band 6 £34,386 - £42,050 including Distant Islands Allowance per annum

Full time 37.5 hours per week

Permanent

Relocation assistance may be available*

NHS Orkney are currently transforming their Health & Safety Department to meet the needs of the organisation. This is an exciting time for dedicated individuals to join and be part of a dynamic, committed team, dedicated to service redesign and delivery of high-quality Health & Safety Provision.

The Moving & Handling Advisor will be responsible for shaping how Moving & Handling will be delivered across NHS Orkney, reviewing best practice and ensuring a model that best meets the needs of the organisation.

The post holder should have recognised qualifications in the field and have experience with project management.

Health & Safety is a key priority for NHS Orkney and as such the newly appointed team will be well supported by colleagues across the organisation.

NHS Orkney is working hard to be the best remote and rural care provider in the UK; we want to recruit talent with a shared vision, a passion for quality and teamwork and a commitment to providing a safe and open place for all staff, who are ultimately able to deliver excellent patient care.

For further information on this post, please contact Sharon Smith on 01856 888990 or email sharon.smith5@nhs.scot

This post is subject to a Disclosure Scotland record check.

*An excellent relocation package of up to £8,000 is available depending on eligibility.

Consideration may be given for those seeking flexible working arrangements.

Job Description

1. JOB DETAILS

JOB TITLE	Moving & Handling Advisor
SERVICE	NHS Orkney
DEPARTMENT	Health and Safety
GRADE	Band 6
LOCATION	The Balfour
REPORTING TO	Health & Safety Manager

2. JOB PURPOSE

To undertake development, co-ordination and provision of staff education, training, and guidance within clinical and non-clinical areas for moving and handling across NHS Orkney. This entails provision of information and training on all aspects of moving and handling, formulating, designing, facilitating, and auditing education and training programmes for a multi-disciplinary workforce and the supervision, audit and evaluation of moving and handling practice in line with current legislation.

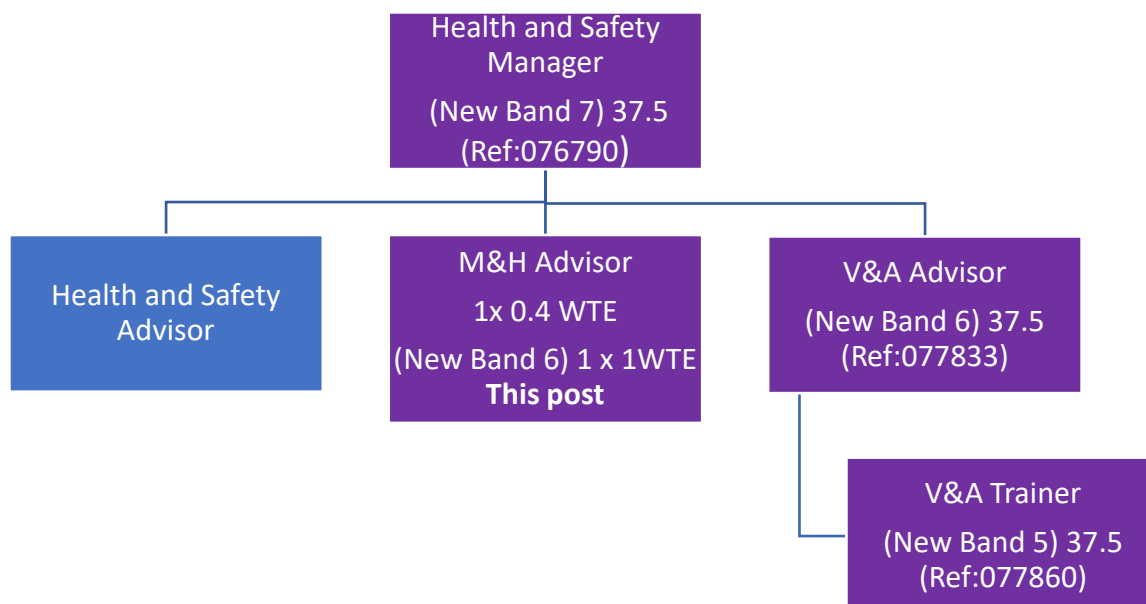
To promote and support safer manual handling practice within NHS Orkney, contributing to the reduction of risk of Musculo-skeletal injuries in accordance with Moving and Handling Service and Health and Safety Department aims, NHS Orkney Moving and Handling Policy, and relevant regulations and legislation.

3. DIMENSIONS

NHS Orkney has an annual budget of £45 million and employs 650 staff.

To provide a comprehensive education and training programme for clinical and non-clinical staff, including the provision of support, facilitation and advice on all aspects of Moving and Handling. Training provided in variety of locations including training rooms, on site in clinical and non-clinical work areas, ranging from highly specialised clinical areas - for example Theatres and Intensive Care, to non-clinical sites such as Facilities (laundry, stores)

4. ORGANISATIONAL POSITION



5. ROLE OF DEPARTMENT

The Health & Safety Department exists to provide appropriate, professional and competent Health, Safety and Welfare advice, guidance and support to the NHS Orkney Board, its managers, employees and staff representatives of staff trade Unions and Associations.

Its accountability route to the NHS Orkney Board will be through the Chief Executive, the Health, Safety and Wellbeing Committee (Standing Committee of the Board), Orkney Partnership Forum and the Staff Governance Committee. The H&S strategy, policies, advice and programs will help to underpin NHS Orkney's strategic and operational objectives by supporting service improvements, as well as helping the organisation to achieve HEAT performance indicators in relation to Operational / Local Delivery Plans. The broader context will encompass close links with the work of the Estates Department, Clinical Governance and Risk Management arrangements, Health and Performance and Corporate Governance and the Diversity agenda.

The team is responsible for:

- Provision of an advisory service which supports organisational compliance with statutory legislation and its corporate drive to achieve best practice in all areas of service delivery.
- Provision of a professional corporate advisory and training service on Health & Safety issues to all members of staff of NHS Orkney.
- Provision of Violence and Aggression and Moving and Handling Services.
- Developing, gaining approval for and monitoring the implementation of Health & Safety policies, procedures, plans and guidance.
- Developing, maintaining and enhancing a pro-active and positive Health & Safety culture which, effectively contributes to NHS Orkney's Healthcare Governance roles, responsibilities and plans.

- Collectively and individually assisting individual Operational Units, Estates and Corporate Services to plan and deliver their business and operational plans through effective professional contributions and joint working.
- Providing high quality training that aligns with roles, teams and across the wider organisation.

6. MAIN TASKS, DUTIES AND RESPONSIBILITIES

Work in partnership with Health & Safety Manager, Advisers and Trainers to formulate and develop moving and handling courses and input for NHS Orkney staff.

Co-ordinate, provide and evaluate moving and handling training courses to all disciplines and all levels of new start staff across NHS Orkney.

Implement, deliver and evaluate competency related Moving and Handling Key Worker training to staff, identified by Managers, to undertake Key Worker role in work areas.

Deliver specialist moving and handling education for specific staff groups for example – theatres staff/radiographers – adapting and developing appropriate resources.

Evaluate future moving and handling training/input requirements across NHS Orkney and formulate report and recommendations on resource requirements to inform Moving and Handling Manager.

Act as a role model for efficient moving and safer handling within training sessions, demonstrating expert knowledge and practice within moving and handling. Facilitate staff learning of efficient movement principles.

Provide advice and practical onsite assistance to directed areas of responsibility within NHS Orkney to reduce risk of injury to staff and patients when dealing with patient/inanimate load handling situation.

Engage with managers, clinicians, and staff to provide on-site competency assessment, coaching and mentoring, feeding back as appropriate.

Complex evaluation of moving and handling practice observed both in training and in work situations Liaise with managers to identify moving and handling risks, or to progress action from Safety Action notices and facilitate Managers, in their responsibility, to undertake manual handling risk assessment.

Undertake audits/research to provide evidence for effectiveness of moving and handling interventions, including determining delivery of moving and handling input.

Provide supervision to Moving and Handling Trainers and support to Key Workers within NHS Orkney to promote good moving and handling practices within their own working areas and develop their personal and coaching skills.

Identify and order resources required to support Moving and Handling training courses. Ensure effective management, security and safety of resources (supplies and equipment).

Manage own diary and prioritise workload, ensuring equitable provision of moving and handling courses across NHS Orkney, communicate challenges in meeting moving and handling training needs to Health & Safety Manager.

Support the Moving and Handling Trainer to ensure appropriate scheduling of training dates, co-ordination of trainers and arrangements for training courses. Ensure records are maintained in line with current legislation and local policies.

Monitor moving and handling course feedback and highlight to Health & Safety Manager any concerns re attendees or incidents arising from training.

Evaluate and trial new moving and handling equipment and provide guidance on impact of such equipment on moving and handling practice.

Apply skills and knowledge to maintain high standard of professional conduct and extend professional competence by remaining up to date in all aspects of moving and handling attending relevant conferences/local and national forums and training courses, relevant mandatory training and attending team meetings.

Practice within the legal, professional, and ethical framework as established by national legislation, relevant professional regulatory bodies and local policies and procedures.

Deputise for the Health & Safety Manager to provide onsite clinical problem solving in complex high risk moving and handling assessments across NHS Orkney, assist Health & Safety Manager with monitoring, reviewing and auditing Policy implementation including equipment, and Moving and Handling Risk Assessment Audits.

Appropriately challenge unsafe or high risk Moving and Handling practice in clinical and non-clinical situations.

Work in partnership with Management of Violence and Aggression training team to ensure safe and effective use of dedicated training room and liaison on supplies of provisions for training room.

7. EQUIPMENT AND MACHINERY

Office and administration equipment – PC, laptop computer, printer, laminator, photocopier, shredder, telephone, video conferencing, answering machine, fax machine, mobile phone.

Education and training equipment – overhead projector, data projector, multi-media presentation equipment, flip chart, television, video recorder, digital camera.

Daily use of range of patient equipment (in clinical setting and training venues) for example:

- Electric four section profiling bed, therapeutic beds with pressure relieving mattresses, Bariatric beds – these beds are extra wide and can accommodate up to 60 stone/382 kg and can also convert to a chair, Kings fund specification –hydraulic.
- Electric and hydraulic patient lifting passive mobile hoists with an extensive range of standard and specialist slings complying with current legislation. Heavy-duty electric hoist with ability to lift 52 stones/331 kg with purpose specific slings. Electric and hydraulic patient raising, standing and rehabilitation mobile hoists – and extensive range of slings complying with current legislation.
- Standard height domestic baths with bathing hoists, Baths with integrated lifts, Bathing chairs and bathing trolleys – electric and manual, shower trolley and chairs,
- Trolleys – fixed and adjustable height, treatment plinths, theatre tables, x-ray tables, examination tables and attachments, Bariatric patient transfer trolleys

- A range of low friction slide sheets, rollers, one-way glides. Slide boards, turning discs, walking frames and rope ladders

In depth working knowledge of the above equipment in order to instruct and demonstrate to relevant staff or recommend use in appropriate clinical situations. Clinical awareness and safe working practices whilst working around clinical equipment for example ventilators, infusion devices, catheters etc.

Car, in order to travel to training locations.

Knowledge of variety of moving and handling equipment used in non-clinical settings – for example self-levelling trolleys, scissor trolleys, stair climbing trolleys, portable folding trolleys, vehicles with lift access.

8. SYSTEMS

Be aware of Data Protection Act, Caldecott Guidelines and local policies regarding confidentiality and access to medical records.

Clinical awareness of local policies impacting on moving and handling - for example Infection Control, Equality and Diversity.

In depth working knowledge of the Incident Reporting System within the organisation, including processes for investigation for RIDDOR incidents, assist with Moving and Handling incident investigation in directed area of responsibility.

At times input information relating to moving and handling into patient care plans, risk assessments and written records complying with data protection act and local policies regarding confidentiality and access to medical records.

Intranet and Internet – research and development, Video conferencing, Teleconferencing

Moving and Handling Database, Learn Pro, TURAS, SSTS – records rotas for Moving and Handling team, Microsoft Packages Word, Excel, access, PowerPoint,

Outlook email and written Correspondence/ Communication

Ensure accurate and complete records of training maintained, including electronic and paper records, – for use in monitoring training and for use as evidence in event of litigation.

Training Records - for example - Attendance, Evaluation, Competency records

Clinical Assessment Tools – for example -

- Moving and Handling Risk Assessment,
- Patient Mobility Assessment

Working knowledge of processes required to obtain specialist equipment at short notice for specific client needs including bariatric patients (25 stone/129 kg plus); this may involve negotiations between the internal procurement process and external parties.

9. ASSIGNMENT AND REVIEW OF WORK

The postholder will report to the Health & Safety Manager

Work is normally self-generated within NHS Orkney Objectives; the Health and Safety Team Objectives and specific needs of the Moving and Handling team aims.

Responsibility to manage and prioritise own workload which will include multiple projects, and developments within tight timescales, for example - manage pilot projects for realignment of training across NHS Orkney - including audit of same to inform future training whilst maintaining and supporting current training provision and providing assistance as required in directed area of responsibility.

Partnership work with managers to identify, prioritise and, either provide the necessary input for the staff, or highlight need for input and additional resource to Health & Safety Manager.

Long- and short-term objectives agreed and reviewed as necessary through the PDP process by the Health & Safety Manager.

Bi-annual Moving and Handling team updates to support consistency of approach, sharing of knowledge, developments and ideas.

10. DECISIONS AND JUDGEMENTS

Prevention of musculoskeletal and Moving and Handling injuries and efficient, effective training provision is a highly specialised subject, therefore decisions and judgements around departmental issues other than those covered by organisational policy and national legislation, are made at the postholder's discretion.

- Use own initiative, time management skills and act independently within the bounds of existing knowledge and skills, on a day to day basis, in relation to formal and informal training and practical problem solving for clinical and non-clinical recommendations and other moving and handling activities.
- Facilitate the resolution of moving and handling difficulties arising in clinical and non-clinical settings, including liaising with staff, clients, relatives and management; provision of appropriate equipment and training to meet the situations needs; and recording intervention in appropriate documentation Exercise the ability to challenge any moving and handling intervention which may compromise safety and/or quality of patient care.
- Subject to confidential, personal and profession information - for example confidential information on physical health and injuries of attendees on training courses - and thus is required to have a high level of discretion and confidentiality.
- Freedom during training courses to determine the most appropriate training interventions to ensure objectives are being achieved for particular groups of attendees and to adapt the content, method and materials to use for training courses to meet the needs of the groups.
- Risk assesses training venues to ensure maximum safety for all. If the venue is not suitable take appropriate steps to locate another venue or, if required, cancel the course.
- Assess the fitness of the course participants and make appropriate decisions, which may include advising that participant cannot attend training, or must restrict practice – this situation

requires a high level of sensitivity and ability to deal with emotive topics in confidence whilst maintaining awareness of practical aspects relating to other participants.

- Deliver training courses with other Advisers and trainers, adapting to different teaching styles and abilities to ensure that all salient points are covered.
- Sound judgement in moving and handling assessment needs of patients, including highly complex and sensitive problems and ability to offer advice to all groups of staff.
- Deploy the most effective interpersonal communication skills to ensure understanding and acceptance of the information and advice provided
- Ensure and maintain timely and effective communications with managers and staff in a service that does not yet have in place a fully networked and integrated communications system.
- Expected to recognise when situation goes beyond existing knowledge and skills - for example - in situations involving multi-agency staff providing care for a patient with complex, high risk manual handling needs and seek advice/support from Health & Safety Manager.

11. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

Motivating and influencing changes in staff attitudes and behaviour with regards to moving and handling practices at all levels within the organisation, including maintaining own enthusiasm and verve.

Influencing and facilitate staff to change practices when (potential) unsafe practice may have become habitual.

Keeping up to date in the face of a continuously changing environment in relation to legislation, manual handling practice and teaching

Maintaining high level of concentration and demonstrating high standard of moving and handling practice over several days of training with requirement to be aware of poor practice by attendees and intervene in timely and effective manner.

Challenging unsafe practice and fostering safer practice in busy, highly pressure clinical and non-clinical areas where entrenched systems may not support change.

12. COMMUNICATIONS AND RELATIONSHIPS

Training

- Present various moving and handling training courses varying in length from ½ day to two days, to groups of staff from all staff groups (including informal coaching sessions) using verbal, non-verbal, practical, demonstration and supervisory skills, for up to eight hours per day.
- Impart complex information in verbal, written and picture form. Motivational, persuasive, and negotiating skills in order to facilitate fundamental changes to practices in clinical and non-clinical work areas.
- Ensure staff for whom English is not first language understand and participate in training.

Patients and Relatives

- Communicate effectively and appropriately with patients and on occasion their relatives using a range of verbal and non-verbal skills.
- Provide and receive confidential and sensitive information regarding the assessment of patients in order to encourage compliance and optimise outcome of moving and handling interventions.
- Convey comprehensive detail of moving and handling intervention in a manner and at a rate which is appropriate for every individual, emphasising and reiterating points to ensure a full understanding.
- Encourage and motivate in complex situations which may be challenging for example dementia, addiction and loss of hearing/sight, to comply with moving and handling intervention, including working with bariatric patients

NHS Orkney

- Ensure relevant important information - for example challenges encountered, unsafe practice, issues affecting future planning of the service – are communicated to Health & Safety Manager and Learning & Development - may involve email, telephone, or written communication out with team meetings.
- Expected to undertake relevant project work and present outcomes at moving and handling team meetings and other appropriate meetings, in order to inform future developments/direction for the moving and handling service.
- Supervision responsibility for Moving and Handling trainers, including supporting Continual Professional Development (CPD) and Personal Development Profile (PDP) for the trainers.
- Keep in regular contact with other members of the team for support, problem solving and networking, may involve videoconferencing, phone conference, emails and face to face presentations.
- Work closely with colleagues from Learning and Development to ensure support for Induction courses and to provide timely information on changes to course dates or other arrangements.
- Liaison with Managers throughout NHS Orkney regarding training attendances and other moving and handling issues
- Regular communication with Learning and Development team for co-ordination of courses and support for new start staff
- Communicate effectively with other members of Health and Safety team and liaison with members of Clinical Governance, Occupational Health Team and other relevant teams.

External

- Create and maintain relationships with external moving and handling equipment providers / manufacturers in order to keep up to date with new developments within moving and handling;
- Create and maintain relationships with the wider moving and handling community via conferences and forums and informal networking to keep up to date with current practices within moving and handling.

- Work with other agencies such as Orkney Council, for example may facilitate joint training courses with staff from these agencies.

13. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB

Manual Handling activities are defined as any lifting, putting down, pushing, pulling, carrying, supporting, or moving of a load by hand or by bodily force. These activities are demonstrated and used many times throughout each education and training session.

There is a requirement to exert prolonged ongoing moderate physical effort for the duration of the training each week which can be on a daily basis.

Physical

- Provide a role model for personal movement requiring high degrees of accuracy during whole body movement that sets the standard for efficient personal movement patterns. Set the standard/benchmark for personal handling skills requiring high degrees of skill and accuracy during all handling activities, for example all bed moves, chair moves dealing, with falling/fallen patient.
- Maintain physical and mental alertness and self-awareness during entire contact time with delegates whilst imparting information, demonstrating, practising, evaluating and correcting throughout the day.
- Regular requirement to demonstrate safe handling techniques which involves close physical contact with attendees at training, occasional requirement to use safe handling with patients.
- Standing for prolonged periods of time whilst delivering education and teaching sessions.
- Frequent long-distance driving and other travelling, on varying and unfamiliar road conditions in all weathers in different hired cars between sites;
- Frequent moving of equipment within training venues and occasional movement of equipment between wards and hospital sites.
- Occasional requirement to work unsocial/extended hours, including night and weekend work involving training and specific client needs.
- Sitting at computer for long periods whilst developing training material.
- You may be expected to support other island Health boards, which will involve traveling and working in a different location for up to a week at a time.
- This post may demand some travel off island to attend events and training as required.

Mental

- Frequent requirement for high levels of concentration and highly developed observational skills, in particular postural analysis skills, to make reasoned judgements including on the practical handling skills of participants for up to eight hours at a time;
- Able to negotiate with other parties to achieve workable solutions in situations where there are disagreements amongst staff/patients/public. Challenge inappropriate or poor practice in a diplomatic, sensitive and effective manner.

- Frequent requirement for concentration where the work pattern is unpredictable and the demands on the service increase, subject to external pressures;
- Manage competing priorities when there is staff sickness, manual handling courses to be presented and urgent onsite manual handling advice and assistance required;
- Communicate problems with course participants requiring recognition of the problem and developing solutions to overcome this, including multi-disciplinary conflicts, multicultural differences, and sensory/physical deficits;

Environmental

- Occasional work in a clinical environment where high levels of concentration are required either from increased hazards from surrounding environment (clinical equipment/space constraints) or from patients themselves (exposure to bodily fluids). Assistance from the Moving and Handling Trainer may be required/requested when routine handling practices are not successful for high risk patients such as critically ill and bariatric patients.
- Variable temperatures / air quality of working environment.
- Work away from base on regular occasions involving travel in inclement weather, poor light conditions in winter and overnight accommodation away from home.
- Base office - open plan with constant background noise, artificial light and little privacy.
- Emotional
- Occasional communication with distressed, anxious, worried staff, patients and relatives.
- Frequent communication and negotiation of complex issues with staff, line managers or multi-professional team.
- Ability to remain composed during challenging times when interacting with staff who possess historically entrenched and outdated moving and handling practices.
- Occasional requirement to deal with distressing or emotional circumstances where patients are critically ill or have deceased.
- Ability to cope with working away from a set base and overnight stays away from home – coping with isolation from team members and stays away from family to provide training throughout NHS Orkney.

14. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

Educated to 1st degree level, in a life science and able to demonstrate an enhanced academic ability through a collection of relevant post-graduate qualifications.

Successful completion of a university accredited Moving and Handling qualification, preferably the Neuromuscular Approach to Moving and Handling (NMA) to advanced level ((length of course is 18 months, accredited for 30 CAP points)

Evidence of at least 2 years Moving and Handling training experience in healthcare setting

Working knowledge of IT including word processing, databases, and presentation software.

Demonstrate excellent interpersonal communications skills and commitment to promotion of safer practice in Moving and Handling

Awareness of Health and Safety and management of risk. Understanding of regional and national policies, procedure and legislation particularly those relating to Health and Safety, Moving and Handling

Experience of and ability to work across multidisciplinary staff groups

Ability to adapt to change within the working environment

Job Description Agreement	
Job Holder's Signature	Date:
Head of Department Signature	Date:

Person Specification

Job Title: Moving & Handling Advisor
Department: Health & Safety
Location: The Balfour

FACTOR	ESSENTIAL	DESIRABLE
EXPERIENCE	<p>Evidence of at least 2 years Moving and Handling training experience in healthcare setting</p> <p>Experience of and ability to work across multidisciplinary staff groups</p>	<p>Supervisory experience</p> <p>Previous involvement in service redesign, reviewing models for delivery and assessing best fit for organisation</p>
QUALIFICATIONS TRAINING RESEARCH PUBLICATIONS	<p>Educated to 1st degree level, in a life science and able to demonstrate an enhanced academic ability through a collection of relevant post-graduate qualifications</p> <p>Successful completion of a university accredited Moving and Handling qualification.</p>	<p>Completion of the Neuromuscular Approach to Moving and Handling (NMA) to advanced level ((length of course is 18 months, accredited for 30 CAP points)</p>
KNOWLEDGE AND SKILLS	<p>Working knowledge of IT including word processing, databases and presentation software.</p> <p>Demonstrate excellent interpersonal communications skills and commitment to promotion of safer practice in Moving and Handling</p> <p>Able to negotiate with other parties to achieve workable solutions</p> <p>Ability to manage conflicting priorities</p> <p>Ability to use own initiative</p> <p>Maintain strict confidentiality</p> <p>Awareness of Health and Safety and management of risk</p>	<p>Project management</p>

	<p>Understanding of regional and national policies, procedure and legislation particularly those relating to Health and Safety, Moving and Handling</p> <p>Ability to adapt to change within the working environment</p> <p>Have the ability to be pragmatic and handle difficult issues constructively and positively.</p>	
DISPOSITION	<p>Ability to cope with working away from a set base and overnight stays away from home</p> <p>Able to work flexibly and at times out with core hours</p>	

Introduction to Orkney and NHS Orkney



Lying off the northern coast of Scotland, between John O’Groats and the Shetland Isles, Orkney is an archipelago of over 70 beautiful islands; 17 of which are inhabited. The total population is approximately 22,000, with most people living on the Orkney Mainland. Kirkwall, the capital with its spectacular red sandstone 12th-century cathedral and a population of 7,500, is the administrative centre of Orkney with a good mixture of shops, supermarkets, and businesses.

Orkney is a wonderful place to live and offers excellent schools and leisure facilities, low pollution, low crime, unique wildlife, and amazing scenery. Although remote, there are excellent transport connections with numerous flights to Aberdeen, Glasgow, Edinburgh, and Inverness every day. There are ferry services to Aberdeen, Scrabster, and Gills Bay, and of course to the smaller isles in Orkney.

Orkney’s economy is based on agriculture, generating some £30 million per year. Farmers breed and rear beef cattle, dairy cows, and sheep of the highest standard. Orkney has international recognition for its food, with cheese, beef, lamb, and fish produce becoming well known; not to mention whiskey, beer, and gin. Tourism, oil, and the renewable energy sectors are increasingly important. Orkney is at the forefront of the renewable wave and tidal energy drive in the UK.

Kirkwall is a great place for children and a wonderful environment for a family. There is a very strong community spirit with a wide range of cultural and sporting activities for adults and children. Schools in Orkney are very good, with no private fees. Imagine all of this within walking distance of your home and workplace. For residents and visitors there is so much to see and do: playing a round of golf, fishing, kayaking, walking, cycling, diving, wind surfing and horse riding are but a few. The Pickaquoy Centre provides a modern well-equipped sports facility, swimming pool and entertainment centre. There are many cultural activities, with annual music, jazz and science festivals attended by internationally renowned artists and scientists. There is an extremely wide variety of activities for children



and young people. Homes are very affordable and with little traffic, travelling around the islands is easy.

According to the 2020 Bank of Scotland quality of life survey, for eight years in a row Orkney was crowned the best place to live in Scotland. The island took the top prize due to high employment levels, low crime rates, smaller primary class sizes along with good health and happiness scores. With its strong sense of community, picturesque landscape and rich archaeological treasures, the archipelago frequently wins the hearts of visitors.

Not only is Orkney one of the most affordable places to live in the UK, it also has one the highest employment rates, with 88 per cent of residents between 16 and 64 currently in work. The low crime rate means that many people do not even lock their front doors to allow the postie to place the post and packages inside the door. As for overall wellbeing, more than nine in 10 Orkney residents report good or fairly good health.

To find out more about living and working in Orkney go to www.orkney.com or www.orkneycommunities.co.uk and learn more about NHS Orkney at www.ohb.scot.nhs.uk.



Recruitment Process

The NHS Scotland Everyone Matters 2020 Workforce Vision outlines the commitment the Scottish Government has in putting people at the centre of everything the NHS in Scotland does. Working to a common set of values, the vision will continue to modernise the way we work, embracing technology and digital transformation.

All vacancies will be advertised on NHS Scotland's recruitment website:

<https://apply.jobs.scot.nhs.uk/>

Internal vacancies will be advertised on NHS Scotland's internal recruitment website:

<https://apply.jobs.scot.nhs.uk/internal/>

CVs are not accepted as a form of application; NHS Scotland's electronic application form must be used on the above links.

All adverts will close at midnight on the advertised closing date.

Our selection process will consist of the following assessments:

- **Application short listing** – application forms are reviewed and those meeting the role requirements will be invited to a competency-based interview
- **Interview/Assessment** – competency-based interviews have a focus on NHS Orkney's core values and the candidate's technical expertise. The interview may also include a role specific test or a presentation topic.

Any job offer will be subject to meeting the conditions of NHS Orkney's safer pre- and post-employment checks policy:

- **Employment references** - references should include current and previous employers covering the last 3 years of your employment history
- **Evidence of qualifications** – candidates will be required to provide evidence of their qualifications, including proof of professional registration if required
- **Medical assessment** – the Occupational Health service will make an assessment on your fitness to carry out the information provided in a questionnaire. In certain circumstances further information is required and Occupational Health may contact you by telephone or request that you attend for an appointment
- **Criminal conviction check** – all applicants who apply for posts which are exempt from the Rehabilitation of Offenders Act 1974 and who will have access to patients during their employment will be required to consent to a Disclosure Scotland Criminal Records Check or join the Protection of Vulnerable Groups Scheme.
- **Immigration, Asylum and Nationality Act 2007 – Prevention of illegal working** – candidates must be eligible to work in the UK, evidence of this must be provided.

For any queries relating to this vacancy, or our Recruitment Process, please email

ork.recruitment@nhs.scot

Equality and Diversity

NHS Orkney is committed to Equality & Diversity <https://www.ohb.scot.nhs.uk/about-us/equality-and-diversity>