

Recruitment Profile

Deputy Foundation School Director for Evaluation and Quality Improvement

About the Job

The role of the Deputy Foundation School Director (FSD), is to work with and support the Foundation School Director and Postgraduate Dean in leading the delivery of a wide range of functions, aligned to the NHS England mandate. The role is professionally and managerially accountable to the Foundation School Director.

The Deputy FSD for evaluation and quality improvement will lead in designing a program of evaluation of the training offered in the East of England Foundation programme. They will support the delivery of this by fellows and by trainees, linking in with the deanery funded educational academic programme.

We would expect the FSD to have a knowledge of Foundation training in general and the East of England Programme in particular.

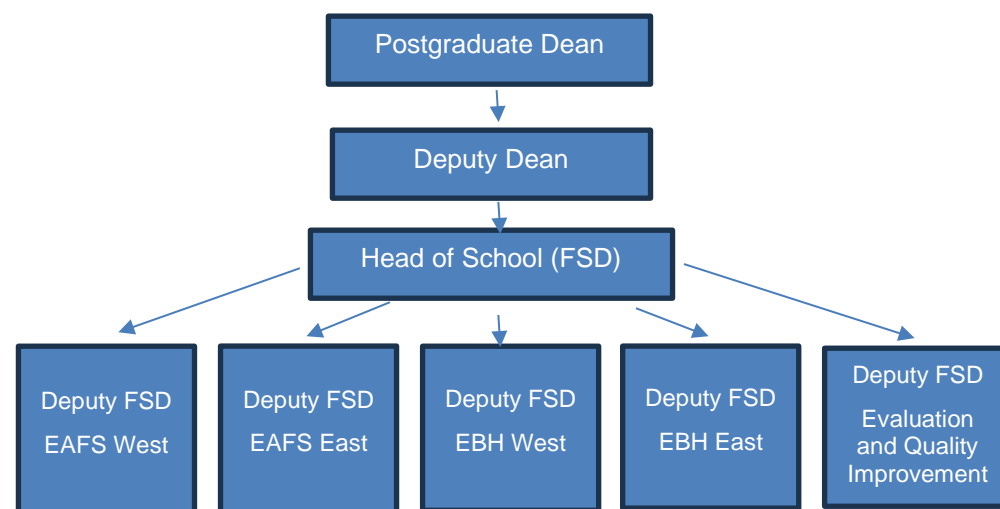
We would anticipate that the post holder has a higher degree in medical education and the ability to generate a solid and credible research output.

The post holder should have the ability to engage with faculty including those leading in the enhance and multi-professional schools and work towards ensuring effective educational outcome for trainees and trainers.

Foundation training is in transition and undergoing significant expansion as a consequence of students progressing through training in the new medical schools. We anticipate that this post will allow us to lead in the provision of high quality Foundation Years training which is vital to build the medical workforce of the future.

Organisation Structure

NHS England – East of England Office (NHSE EoE) is responsible for the commissioning, contracting and quality management of healthcare workforce education in the east of England (covering the counties of Bedfordshire, Cambridgeshire, Essex, Hertfordshire, Norfolk and Suffolk).



Reports to: Foundation School Director (FSD), NHSE EoE

Tenure: Three year fixed term secondment (may be extended subject to review)

Employment: The post holder will be seconded to NHSE EoE on a secondment agreement with the host employer

About Us

NHSE Workforce, Training and Education – East of provides leadership for the education and training across the healthcare system. It ensures that the shape and skills of the future health and public health workforce evolve to sustain high quality outcomes for patients in the face of demographic and technological change. NHSE Workforce, Training and Education – East of England ensures that the workforce has the right skills, behaviours and training, and is available in the right numbers, to support the delivery of excellent healthcare and drive improvements through supporting healthcare providers and clinicians to take greater responsibility for planning and commissioning education and training.

Our **ambition** is to be the best organisation of our type in the world by living our values every day.

Our Core **Values** are that everyone feels **valued and respected** and are **included and involved** in everything that affects them; are **trusted** to make decisions with clear reasons in order to **be empowered** to deliver; are committed to clear, **effective communication**, which is transparent and open when sharing information; takes **pride and has integrity** in everything we do and recognises that everyone has a significant contribution whilst taking **personal responsibility and accountability** for actions and behaviours.

Recruitment Profile

About You

This section details the personal attributes we require for this role. If you feel these describe you we would welcome your application

Behaviours and Values

Understand the values of the NHS constitution and work with these values underpinning. These values are:

- Working together for patients
- Everyone counts
- Compassion
- Improving lives
- Respect and dignity
- Commitment to quality of care

Skills and Abilities

Essential:

- Demonstrable leadership skills and an ability to influence and motivate others
- A strong sense of vision and ability to innovate
- Politically astute with an ability to sensitively manage complexity and uncertainty
- Ability to problem solve and maintain objectivity
- Strong interpersonal, communication, written and presentation skills
- Ability to quickly establish personal and professional credibility with colleagues and other key stakeholders
- Committed to own personal development and an ability to support others to develop and progress
- Ability to rapidly establish academic credibility

Desirable:

- Excellent organisational and time management skills

Experience and Knowledge

Essential:

- Considerable experience of working with learners or doctors in training in an educational context
- Experience of clinical and educational leadership and innovation, including managing a multi-professional team
- Demonstrable track record of delivery in service and education
- Understanding of developments involving the relevant Colleges/Faculties, professional bodies, related NHS organisations and regulatory bodies
- Understanding of the workforce transformation agenda
- Trained and experienced in recruitment, selection and Equality and Diversity in the last 3 years
- Knowledge of the NHS, its structures and processes, including an understanding of healthcare/multi-professional workforce matters

Desirable:

- Previous or current appointment as a leader in healthcare education
- Awareness of funding streams for healthcare education
- Understanding of current health, social care and education policy

Qualifications and Training

Essential:

- Primary clinical healthcare qualification
- Membership/Fellowship of a College, Faculty, professional association and/or regulatory body
- Knowledge of educational theory and research methodology
- Higher Educational qualification such as a Masters or PhD in Medical Education.

Desirable:

- Attendance at courses aimed to support educational development (example: educator courses, Train the Trainer, etc.)

Expected Outcomes

About your role

This section details the outcomes and deliverables that would be expected from the role

Engaging People/Key Working relationships	Delivering Results/Functional Responsibilities
Key Working relationships <ul style="list-style-type: none"> • Postgraduate Dean • Foundation School Director • Local Director • Staff at all levels across the geographical area covered by the local office • Associate and deputy deans • Foundation Training Programme Directors and clinical faculty • Other Heads of Schools/Foundation and GP School Directors • UKFPO and Royal Colleges • Professional and regulatory bodies • Wider Stakeholder Network • Local Medical Schools • Providers and commissioners across the region • Directors of Medical Education • Higher Educational Institutions 	Education and Training Quality Improvement and Performance <ul style="list-style-type: none"> • To emphasise the importance and promote the development of a quality learning environment for all learners. • To generate a programme of evaluation leading to quality improvement interventions Patient Safety and Healthcare Quality Improvement <ul style="list-style-type: none"> • To assist in the development of quality processes which are complementary across the healthcare workforce. Educational and Workforce Development <ul style="list-style-type: none"> • To advise and support the Postgraduate Dean in educational and workforce development elements, including: • Professional Development of the educational faculty • To create and promote shared learning opportunities to increase effective inter-professional working across the School.
	Delivering Results/Functional Responsibilities
	Strategic Workforce Development and Commissioning <ul style="list-style-type: none"> • To review delivery of Foundation training in the east of England to shape development of educational programmes where needed to support achievement of curriculum competencies.
Management and leadership	Setting Direction and Service Improvement
<ul style="list-style-type: none"> • To contribute to the vision of the local NHS and to enhance patient care by providing leadership and direction with respect to the quality of education and training. • To be an advocate and a positive role model on behalf of NHSE, by promoting leadership that inspires, motivates and empowers all staff, and demonstrating the values of the NHS. • To work locally with key groups and stakeholders, to attend and host events across the regions, to develop key liaisons and to ensure effective local engagement and responsiveness in line with the culture of NHSE. • To work with providers and others to support and capture innovation locally and ensure national and local conversations develop 'best practice'. 	<ul style="list-style-type: none"> • To provide effective clinical leadership, contributing to the strategic development of NHSE. • To review how multi-professional healthcare teams interact and identify opportunities for different healthcare professions to work more effectively together through education and training. • To work with Postgraduate Deans to develop further consistency and commonality across education and training in England. • To promote or lead work programmes on behalf of NHSE that support local and national developments and initiatives.

Benefits Information

About the Benefits

This section details the benefits of working for HEE

What's great about this post?

This is an exciting opportunity for an individual with knowledge of current educational theory and practice, and ability to maintain an up to date awareness of relevant issues. The post holder will maintain clinical skills and knowledge of local and national issues relating to standards of medical and multidisciplinary education.

The role offers great scope for innovation in the development of the new foundation school, and for leadership in development of the new programmes. There are opportunities to develop innovative approaches to training including academic opportunities that may include, for example, medical education and leadership, and further engagement with community placements and the primary care agenda.

The role offers the opportunity to a senior educator to develop their knowledge and skills in programme leadership and management, and to work in partnership to take forwards the national agenda for the Foundation programme.

Using your knowledge and expertise you will be responsible for leading and delivering the strategic direction of the school under the guidance of the FSD and working collaboratively with medical school(s) to aid seamless transition from undergraduate to foundation training.

As well as building links across all specialties and developing educator networks nationally, including with UKFPO, this is also a great opportunity to focus on whole workforce transformation and developing multi-professional links.

What's the terms and conditions?

As an NHS employer the following terms and conditions apply to this post:-

Salary

£12,000 per PA

Hours of Work

1 Session (Equivalent to Programmed Activity (PA) per week)

Permanent, Fixed Term or Secondment

Secondment

Leave and Bank Holidays: 27 days per year and 8 bank holidays, pro rata if part-time. Leave increases to 29 days per year after 5 years' service and 33 days per year after 10 years' service

Pension: The NHS Pension scheme is based on length of service and salary at retirement (not dependent on investment returns). It provides a retirement pension worth 1/60th of reckonable pay per year of membership. There is also the option to exchange part of the pension for cash at retirement, up to 25% of capital value

What other opportunities are available to me?

We'll be committed to your training and development from day one. When you join, you'll receive an induction and have the opportunity to attend a variety of skills-related courses, some on-line.

Our learning and development strategy includes all the ways that we can support you to 'shine' and excel in your role and is open to our staff at every level in our organisation. It also includes Leadership and Management development and provides the opportunity to apply for funding to support personal development activity.

Other useful information

Your essential role will indirectly contribute to saving and improving people's lives. Job-sharing and part-time working is welcomed. Please indicate this on your application form.

We are committed to implementing reasonable adjustments for people with disabilities.

If you are successful, you will be issued with a contract of employment which will include a full statement of the terms and conditions of service and Job Description