

Recruitment Profile

Job Title Associate Dean – NHSE Global Health Fellowship Programme (hosted in the East of England)

About the Job

The NHSE Global Health Fellowship Programme (GHFP) is a long standing, time out of programme volunteer scheme for doctors in training (DiTs). The programme offers DiTs an opportunity to use and expand their experience, skills and competencies while working in rural and resource limited settings abroad.

The NHSE Global Health Fellowship Programme (GHFP) is open to all early career doctors in the UK and is advertised nationally. The programme itself is hosted by NHSE WT&E East of England.

Associate Deans are professionally and managerially accountable to the regional HEE EoE Postgraduate Dean. The Associate Dean – NHSE Global Health Fellowship Programme (GHFP) will lead the strategic ambition to deliver and evolve this program, advancing diversity and inclusion across the healthcare workforce.

Organisation Structure

NHSE Workforce, Training and Education – East of England Office (NHSE WT&E 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: Professor Bill Irish, NHSE WT&E EoE

Tenure:

Employment: NHSE Workforce, Training and Education – East of England

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:

- 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
- Excellent organisational and time management skills
- Committed to own personal development and an ability to support others to develop and progress
- Experience and ability to work across multi-speciality and multi-professional groups

Desirable:

- Ability to rapidly establish academic credibility
- Demonstrable leadership skills and an ability to influence and motivate others

Experience and Knowledge

Essential:

- Current (or recently retired from) substantive appointment within HEE
- Considerable experience of working with learners or doctors in training in an educational context
- Significant experience working in Global Health
- Significant experience of clinical and educational leadership and innovation at regional, national or international level 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
- Active involvement in, and up to date with, healthcare/multi-professional workforce matters
- Proven track record of leading change
- Applicants who are doctors are required to have a Licence to Practise and to have undertaken an annual appraisal within the last 12 months

Desirable:

- Previous or current appointment as a leader in healthcare education

Qualifications and Training

Essential:

- Primary clinical healthcare qualification in Medicine and registered with the GMC
- Membership/Fellowship of a College, Faculty, professional association and/or regulatory body
- Attendance at courses aimed to support educational development (example: educator courses, Train the Trainer, etc.)
- Postgraduate Certificate in Medical Education (or equivalent)
- Inclusion on the NHS Performers List (or equivalent)
- Licence to Practise without restrictions

Desirable:

- Educational qualification - Masters in Medical Education or equivalent such as Fellow of the Academy of Medical Educators.

<ul style="list-style-type: none"> • Awareness of funding streams for healthcare education • Understanding of current regional, national and international health, social care and education policy • Awareness and experience of political sensitivities with key stakeholders both in the UK and in Host countries and institutions 	
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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"> • HEE EoE Postgraduate Dean and Deputy Postgraduate Dean leading the international Office in the East of England • Staff in the local (EoE) host organisation for the Global health Volunteer Program Leaders in International Host institutions (clinical and non-clinical) in which doctors in training and other recruits to this program are allocated • Other Associate and Deputy Deans locally, regionally and nationally • Professional and regulatory bodies • Royal Colleges • Providers and commissioners across the region and nationally • Directors of Medical Education • Local Medical and Dental Schools, Higher Education Institutes and Further Education Institutes • Heads of Schools • Director of General Practice / Primary Care • Training Programme Directors and clinical faculty • Wider Stakeholder Network • Patients and service user representatives • Members of HEE's Global Health Partnerships Directorate • Equivalent staff in Host countries 	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 support Postgraduate Deans in meeting all HEE statutory requirements. Patient Safety and Healthcare Quality Improvement <ul style="list-style-type: none"> • Assist in the development of quality processes which are complementary across the healthcare workforce across the UK. • To support the use of clinical skills training and simulation (where appropriate/applicable) in medical education, stressing the importance of teamwork and human factors. Programme Management <ul style="list-style-type: none"> • Recruitment to the global health fellowship programme including the provision of multiprofessional volunteer opportunities. • Programme management, including induction/pre deployment preparation, assessments, progression, trainee management, careers support, programme evaluation, Annual Development planning (budget and programme development), study leave and academic training and other related work-streams. • To oversee the global health fellowship programme educator workforce both in the UK and internationally

	<ul style="list-style-type: none"> to work towards a common governance framework particularly for recruitment, appointment, contracting, payroll, fellow support and safeguarding as this is developed in collaboration with NHSE Global Fellowship Unit (national) <p>Educational and Workforce Development</p> <ul style="list-style-type: none"> To advise and support the Postgraduate Dean in educational and workforce development elements, including: Professional Development of the local and international educational faculty To support compliance with requirements particularly with regard to the supervision and support for trainees and learners. To identify learning needs and support provision of educational appraisal, educator development and resource for faculty, trainees and learners locally and where applicable internationally. <p>Intelligence Support/ provision</p> <ul style="list-style-type: none"> To ensure local intelligence processes inform quality management processes. To engage with information systems (trainee database, post establishments).
	<p>Delivering Results/Functional Responsibilities</p>
	<p>Strategic Workforce Development and Commissioning</p> <ul style="list-style-type: none"> To contribute to programme planning, ensuring clinical engagement with local and national workforce planning processes. To develop educational programmes where needed to support achievement of curriculum competencies, engaging with commissioning processes as required. To advise the Postgraduate Dean on commissioning and decommissioning activities. <p>Finance</p> <ul style="list-style-type: none"> To engage with business planning processes as needed.

Management and leadership	Setting Direction and Service Improvement
<ul style="list-style-type: none"> • To contribute to the vision of the NHS and to enhance patient care by providing leadership and direction with respect to the quality of education and training. • To assist in the development and delivery of global health fellowship partnership programmes and projects that assist in the delivery of NHSEs's strategic ambition to increase cultural competence and compassion, including supporting the development of the multi-professional workforce. • 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 on behalf of NHSE, providing expert advice on specialty-specific matters. • To work locally, nationally and internationally with key groups and stakeholders, to attend and host events across the regions, to develop key liaisons and to ensure effective engagement and responsiveness in line with the culture of NHSE. • To work with providers and others to support and capture innovation locally, nationally and internationally and share 'best practice'. • To work collaboratively with staff within NHSE offices to provide support for operational processes and specific work-streams. • To deputise for members of the local senior management team as required. • To line manage and supervise individuals, as identified by the Postgraduate Dean. • Involvement in Programmes and Projects 	<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 ensure delivery of the specialty-specific aspects of the NHSE mandate through local initiatives and programmes. • 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 global health fellowship programmes, 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. We are looking for an individual with strong leadership skills, experience to lead on engagement and relationship building activities with key overseas partners/governments to support international medical education opportunities for HEE medical trainees. The postholder will identify global health placements which to provide continuity for the delivery of the Global Health Fellowship Programme.

What's the terms and conditions?

As an NHS employer the following terms and conditions apply to this post. Please note this post could be undertaken as a job share

Salary

To be funded by the Education Contract

Hours of Work

6 sessions per week (24 hours per week)
(Job share will be considered)

Permanent, Fixed Term or Secondment

This role is being advertised on fixed term basis, for an initial period of 12 months. The future of the role beyond 24/25 will be dependent on the confirmation of ongoing funding for the GH Fellowship programme in future financial years.

Leave and Bank Holidays: As per your permanent contract of employment

Pension: As per your permanent contract of employment

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