

# Job Description

Job Title	SENATE CHAIR
<b>Reference Number</b>	<i>To be completed by HR</i>
<b>Directorate</b>	Operations
<b>Pay Band</b>	Remuneration on sessional basis to employing organisation
<b>Salary</b>	0.2 wte (2 sessions / PAs per week)
<b>Responsible to</b>	Local Area Team Medical Director
<b>Professionally Accountable to</b>	Local Area Team Medical Director
<b>Responsible for</b>	Directly manages the work of the Senate core and wider team. Responsible for day to day leadership and activities of clinicians in the Senate
<b>Organisation Chart</b>	
<pre> graph TD     LAM[Local Area Team Medical Director] --- SC[Senate Chair]     SC --- ST[Senate Team]     SC -.-&gt; ASD[SCN &amp; Senate Associate Director]             </pre>	
<b>Base</b>	Local Area Team Office in the Senate area. Considerable travelling is expected as part of the role

### **Job Purpose/Summary**

As the Senate Chair, the post holder will lead the strategic and operational development and delivery of coherent and effective senate arrangements in a given geographical area, ensuring activities are aligned to and support commissioners in achieving outcome ambitions for patients and benefits to population health

The post-holder will have overall responsibility for clinical leadership, engagement and influence in senate activities

Key aspects of this role will be to:-

- To provide overarching professional and clinical leadership of the Senate in the defined area
- To provide strategic clinical advice to constituent commissioning organisations across the totality of healthcare
- To communicate the role and added value of the Senate ensuring advice and input is fed into the commissioning process
- To provide leadership for improving and safeguarding quality

### **Key Job Specific Responsibilities**

#### **Improving quality and outcomes**

- **Improving quality and outcomes**
  - To provide clinical leadership to the development of senate arrangements in the defined geographical area
  - To foster a culture of expert multi-professional engagement in the senate
  - To ensure quality improvement programmes, particularly large scale change projects, benefit from the best clinical expertise available
  - To maintain credibility with all key players within the Senate community, fostering a culture of collaboration for the delivery of equitable, high quality care. At times this could include acting as an 'honest broker' reconciling conflicting views and interests
  - To understand, communicate and support the implementation of clinical policy relating to Senate activities (including NICE Quality Standards and Outcome Strategies)
  - To promote a culture of innovation, developing strong partnerships with Academic Health Science Networks and other academic and education structures

### **Enabling clinical leadership**

- To provide and promote multi-professional clinical leadership that is central to the delivery of all commissioning activities
- To work collaboratively across the NHS CB matrix, particularly the Operations and Medical Directorates and the NHS Improvement Body.
- To foster and promote a culture of clinical engagement and influence ensuring the senate is truly clinically led
- To create and maintain a senate structure that supports widespread multidisciplinary involvement including doctors, nurses, allied health professionals and clinical scientists

### **Enabling patient and public involvement**

- To act as a champion for patients and their interests and involve the public and patients in the strategy development and decision-making of the Senate
- To ensure all public and patient contact with the Senate and Network office is of the highest professional standard
- To embed patient and public involvement within the NHS Commissioning Board at all levels of decision making

### **Promoting equality and reducing inequalities**

- To uphold organisational policies and principles on the promotion of equality
- To create an inclusive working environment where diversity is valued, everyone can contribute, and everyday action ensure we meet our duty to uphold and promote equality

### **Partnership and cross boundary working**

- Promote a culture of partnership with the Strategic clinical networks clinical director and clinical leads for the promotion of quality improvement and the achievement of outcome ambitions
- To engage and develop collaborations for quality improvement across whole health communities, for the realisation of equitable access to quality care and the achievement of outcome ambitions for patients
- To work with other structures, including Academic Health Science Networks aligning innovation, education, informatics and quality improvement
- To work with national level bodies ensuring alignment of policy and service transformation for patients

### **Leadership for transformational change**

- To model a collaborative and influencing style of working, negotiating with others to achieve the best outcomes. Embedding this approach across the Senate

### **Using insight and evidence for improvement**

- To use insight in the use of evidence of analytics to inform quality improvement
- To promote the systematic application of the quality framework tools such as NICE Quality Standards, Quality Accounts etc

### **Developing an excellent organisation**

- To provide leadership and management to the Senate professionals
- To support the organisation's ways of working, model it's values and champion the NHS Constitution
- To ensure the health, safety and wellbeing of all staff within the networks
- To ensure compliance with all confidentiality and governance requirements within the networks
- To adhere to relevant professional codes of conduct

### **Key Accountabilities**

- Accountable for the Senate

*This job description and person specification are an outline of the tasks, responsibility and outcomes required of the role. The job holder will carry out any other duties that may reasonably be required by their line manager.  
The job description and person specification may be reviewed on an ongoing basis in accordance with the changing needs of the Department and the Organisation.*

### **JOB DESCRIPTION AGREEMENT**

Job Holder's Signature:

Date:

Head of Department Signature:

Date:

# Person Specification

Area	Essential	Desirable	Assessment
<b>Values and behaviours</b>			
Demonstrable commitment to and focus on quality, promotes high standards to consistently improve patient outcomes	√		A/I
Demonstrably involves patients and the public in their work	√		A/I
Consistently puts clinicians at the heart of decision making	√		A/I
Values diversity and difference, operates with integrity and openness	√		A/I
Works across boundaries, looks for collective success, listens, involves, respects and learns from the contribution of others	√		A/I
Uses evidence to make improvements, seeks out innovation	√		A/I
Actively develops themselves and others	√		A/I
Demonstrable commitment to partnership working with a range of external organisations	√		A/I
<b>Skills and capabilities</b>			
The ability to build excellent collaborative networks	√		A/I
The ability to deal with ambiguity and complexity	√		A/I
Able to navigate and negotiate the NHS and the wider health, social care and political landscape.	√		A/I
Excellent leadership skills and the ability to build and motivate high performing teams	√		A/I
Highly developed interpersonal skills, negotiation, conflict management, feedback, partnership working, and coaching skills	√		A/I
Able to assimilate complex and lengthy information and make decisions in an ambiguous and fast moving environment	√		A/I
Ability to communicate with stakeholders and the media, and convey complex messages to different recipient groups.	√		A/I
Able to develop effective and mutually supportive relationships with key partners within and without organisations.	√		A/I
Strong intellectual, strategic, and systemic thinking skills, with the ability to think creatively and laterally to achieve outcomes.	√		A/I
<b>Knowledge</b>			
Knowledge and experience of working in formal clinical networks within the NHS	√		A/I

Good understanding of health system dynamics and the reform programme	√		A/I
Knowledge of evidence based policy making and NHS governance	√		A/I
A good understanding of how to use data and financial incentives to improve quality and productivity	√		A/I
<b>Experience</b>			
Track record of delivering major change programme to transform clinical services.	√		A/I
To have a good understanding of integrated models of care across primary, secondary, tertiary and community care and appreciation of NHS contracting processes	√		A/I
Senior leadership experience in the NHS, operating at or close to Board level	√		A/I
Significant experience in clinical leadership at a strategic level.	√		A/I
Experience of operating in complex, highly political environments	√		A/I
Experienced clinician with credibility and the ability to command the respect of all clinical and non-clinical professionals.	√		A/I
Experience of developing, applying and reviewing an evidence-based approach to decision making	√		A/I
<b>Qualifications</b>			
Educated to degree level in a clinical or scientific discipline	√		A/C
Post Graduate or management qualification	√		A/C
Clinician with current registration to appropriate professional body.	√		A/C

**\*Assessment will take place with reference to the following information**

**A=Application form**

**I=Interview**

**T=Test**

**C=Certificate**