



Chief Officer Glasgow City Health and Social Care Partnership

Location: Commonwealth House,
32 Albion Street,
Glasgow. G1 1LH

Job Reference: 189465
Closing Date: 23.59, Sunday 21 July 2024



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We are recruiting for the position of Chief Officer within Glasgow City Health and Social Care Partnership. The recruitment and selection process for this position will be supported by both NHS Greater Glasgow and Clyde and Glasgow City Council, with assistance from our Recruitment Partner, Eden Scott.

Reflecting the joint nature of this appointment, the successful candidate will have the option of being appointed on the terms and conditions, including salary of either the NHS or Glasgow City Council.

Candidates are required to complete an online application from via NHS Scotland Jobs' recruitment portal Jobtrain.

For shortlisted candidates, you should be aware the selection process will include a pre-interview assessment prior to a formal interview. Details of the pre-interview assessment will be discussed with shortlisted candidates.

If you experience any difficulties accessing or completing the online application via Jobtrain, please contact Heather Silvester Senior Recruitment Team Lead at heather.silvester@ggc.scot.nhs.uk Telephone: 0141 278 2623 or Susan Chisholm, Recruitment Lead at susan.chisholm@ggc.scot.nhs.uk Telephone: 07989 310648

Further information on Glasgow City HSCP can be found via our website: [Glasgow City HSCP | Glasgow City Health and Social Care Partnership](#)

Joint message from Susanne Millar, Chief Executive, Glasgow City Council and Jane Grant, Chief Executive, NHS Greater Glasgow and Clyde



Susanne Millar
Chief Executive, Glasgow City Council



Jane Grant
Chief Executive, NHS Greater Glasgow
and Clyde

Dear Candidate

We are delighted to share this exciting and challenging opportunity of Chief Officer. The Chief Officer role at Glasgow City Health and Social Care Partnership is vital in the long term vision of the Partnership in maintaining our strive that **“Communities will be empowered to support people to flourish and live healthier, more fulfilled lives, by having access to the right support, in the right place and at the right time”**.

This is an excellent opportunity for an exceptional individual who can evidence outstanding leadership qualities. We are seeking highly motivated leaders who have the skills, experience, and values necessary to direct and support our dedicated and committed staff. You will bring a fresh, forward-thinking and collaborative approach to the role.

Glasgow City Health and Social Care Partnership objectives and priorities are ambitious, demanding and exciting. The role of Chief Officer will be at the forefront of driving forward the establishment of a more integrated organisational model. The role will ensure we provide the best possible services and care to people who use our services and to enable resource planning to focus on delivering the right outcomes for all.

If you are inspired by the challenges this opportunity offers and believe you have the necessary skills, experience and qualities we are seeking, we look forward to receiving your application.

Recruitment to this role is being supported by Eden Scott. Applicants are invited to contact Eden Scott in the first instance for further information about this role. **Contact: Sarah Gracie, Associate Director on 07999421314 or via email sarah.gracie@edenscott.com.**

To support the application process, we would draw your attention to the Glasgow City Health and Social Care Partnership website - <https://glasgowcity.hscp.scot/> for up to date information.

We would like to take this opportunity to thank you for your interest in the position of Chief Officer.

Recruitment Advertisement

- Post Title:** Chief Officer,
Glasgow City Health and Social Care Partnership
- Grade/Salary:** NHS: Executive and Senior Manager Grade F
Salary: £101,379 - £134,214 per annum
- Glasgow City Council: Grade 14 / LDR6
Salary: £149,016 - £164,743 per annum
- Tenure:** Permanent – Full Time NHS: 37 hours / Council: 35 hours
- Location:** Commonwealth House, 32 Albion Street, Glasgow, G1 1LH

About Us

Glasgow City Health and Social Care Partnership is the largest HSCP in Scotland. We deliver Health and Social Care services to the people of Glasgow and surrounds. Our lead partners are Glasgow City Council and NHS Greater Glasgow and Clyde and we deliver all community health and social care services for children, adults and older people, along with homelessness and criminal justice services. This work is directed by the Glasgow City Integration Joint Board, with the Council and Health Board delivering services through the Glasgow City Health and Social Care Partnership since April 2016.

Our vision for community health and social care services is to support people to flourish, work in partnership with people and organisations to transform services for the better and engage with communities to improve health and wellbeing.

Our medium to long-term vision is: **"Communities will be empowered to support people to flourish and live healthier, more fulfilled lives, by having access to the right support, in the right place and at the right time."**

Examples of the services included are:

- Older People Services
- Adults Services
- Physical disabilities Services
- Learning Disabilities Services
- Mental Health Services
- Addiction and Family Services
- Homelessness Services

With a gross expenditure of around £1.5bn and circa 12500 whole time equivalent staff we have an exceptional story to tell which is why we are seeking to appoint an exceptional individual to this important and challenging role.

Further information about Glasgow City Health and Social Care Partnership can be found on our website <https://glasgowcity.hscp.scot>

The Role

This highly influential post reports directly to the Chief Executives of both NHS Greater Glasgow and Clyde and Glasgow City Council and will be accountable to the Integration Joint Board. The appointed candidate will also be a member of the NHS and Glasgow City Council Corporate Management Teams.

At this critically important time, the Chief Officer will share our ambitions to drive change, to be innovative with a deep commitment to the continuous improvement of our services to deliver safe, high quality and effective health and social care that is sustainable for the future health and wellbeing of our population.

Through the governance of the Integration Joint Board and working with partners locally, you will ensure the effective delivery of Glasgow's HSCP Strategic Plan and its key objectives. The Chief Officer role reflects national policy drivers in Scotland for health and social care which requires a high level of political awareness and personal credibility to quickly gain respect and influence internal and external stakeholders.

Operating across a complex system the visibility, scale and profile of this opportunity should not be underestimated. As Chief Officer, you will be required to demonstrate a high degree of resilience, tactical skills combined with the ability to deal with ambiguity. To succeed in this role, you will be an inspirational, compassionate leader with credible communication and influencing skills.

With a demonstrable track record of success in the management of health and/or social work services, you will have the ability to develop a strong, people-focused culture which encourages initiative, individual and team responsibility.

Candidates will be expected to demonstrate and evidence recent experience of successfully driving large scale organisational and cultural change programmes. You will have significant financial management and risk management experience with extensive leadership experience preferably within the NHS/Local Government or other comparable Public /Private sector organisations.

The Chief Officer is a key strategic and operational role requiring the right blend of visible leadership, experience, and values necessary to lead and support our organisation. Importantly you will bring an innovative, forward thinking and collaborative approach to the role.

If you believe you have the necessary skills and experience to meet the challenges of this high profile role, we would welcome your application.

Recruitment to this role is being supported by Eden Scott. Applicants are invited to contact Eden Scott in the first instance for further information about this role.

Contact: Sarah Gracie, Associate Director on 07999421314 or via email - sarah.gracie@edenscott.com

Key Dates

- **Application Closing Date:** 23:59 Sunday, 21 July 2024
- **Preliminary Assessment Stage:** Begins week commencing 29 July 2024
- **Interviews:** Friday 23 August 2024

Application Process: Candidates are invited to contact our Recruitment Partner Eden Scott in the first instance. Thereafter, candidates are invited to apply via the NHS Scotland Recruitment system.

NHS Scotland does not accept CVs; instead, candidates must click on the 'Apply for Job' button on the NHS Scotland job portal using the link below to access, complete and submit the online application form:

[NHS Scotland | Jobs | Search here for your perfect career - Job Information | Apply for Chief Officer - Glasgow City Health and Social Care Partnership](#)

Reasonable adjustments are offered throughout all stages of the recruitment process. For further information or support, please contact Heather Silvester, Recruitment Lead, at heather.silvester@ggc.scot.nhs.uk Telephone: 0141 278 2623 or Susan Chisholm, Recruitment Lead at susan.chisholm@ggc.scot.nhs.uk Telephone: 07989 310648

JOB DESCRIPTION

Job Identification	
Job Title:	Chief Officer, Glasgow City Health and Social Care Partnership
Responsible to:	Glasgow City Integration Joint Board Chief Executives, NHS Greater Glasgow and Clyde and Glasgow City Council
Directorate:	Glasgow City Health and Social Care Partnership
Last Update:	June 2024

Job Purpose
<p>The post holder has responsibility for the overall strategic leadership and management of the Glasgow City Health and Social Care Partnership.</p> <p>The post holder is accountable for delivering the Integration Scheme and Strategic Plans within an integrated budget to ensure the best outcomes for patients, people who use our services and carers.</p> <p>The post holder will plan and deliver change in both directly managed and externally provided services to improve quality.</p> <p>The post holder will establish and maintain credibility with Elected Members, Non-Executive Board Members, senior leaders in Health and Social Care, local communities, staff, trades unions and other stakeholders.</p> <p>The post holder will focus on the health of the population as well as services and ensure that a population focus is reflected in its plans with the intention of reducing inequalities and improving health and well-being.</p> <p>The post holder will lead the development and delivery of the Health and Social Care Partnerships' Strategic Plan, ensure that a fully integrated management team is established and will develop the financial plan for the Partnership, allocating budgets to meet the objectives set by the Integration Joint Board.</p>

Dimensions
<p>Budget: Circa £1.5billion Staffing: Circa 12,500 wte</p> <p>The services being managed are:-</p> <ul style="list-style-type: none"> • Health Visitors and School Nursing • District Nursing • Relationships with Primary Care Contractors

- Older People, Physical and Learning Disability Services
- Health Improvement Teams
- Chronic Disease Management Programmes and Staff
- Allied Health Professionals
- Palliative Care
- Adult Mental Health and Older People's Services (with co-ordinating arrangements between Health and Social Care Partnership Chief Officers)
- Community Paediatric Services
- Addiction Services

For all directly provided and commissioned:-

- Older People Services
- Sexual Health Services, including Gender Service
- Prison Health Care
- Physical disabilities Services
- Learning Disabilities Services
- Mental Health Services
- Addiction Services
- Children and Family Services
- Homelessness Services
- Services Hosted on behalf of NHS Greater Glasgow & Clyde

Organisational Position

See Appendix 1

Role of the Department

The Health and Social Care Partnership will be responsible for planning and delivering all Health and Social Care Services for Glasgow City (children, adults and criminal justice).

The Chief Officer will develop organisational arrangements to reflect the responsibility for strategic and locality planning, service delivery and health improvement responsibilities of the Health and Social Care Partnership.

The organisational arrangements will include the development of the support infrastructure including finance, human resources and organisational development.

The Professional Advisors to the Health and Social Care Partnership will include the Chief Social Work Officer, Nursing Medical and AHP Advisers.

Key Result Areas

1. Direct that appropriate systems and processes are in place to enable the Health and Social Care Partnership to meet the requirements of clinical, financial, corporate and staff governance, including the mechanisms for monitoring, performance management and evaluation of services.
2. Lead the Integrated Planning process required to manage the Health and Social Care Partnership ensuring that the arrangements are in place for management, planning and commissioning of services to meet Council and Boards policies.
3. Accountable for the development and ongoing management of the Integration Strategic Plan for the Health and Social Care Partnership in conjunction with Council and Health Board Officers, ensuring that these reflect the objectives of the Single Outcome Agreement.
4. Lead, in partnership, organisational arrangements which take account of professional responsibilities and accountabilities.
5. Develop and maintain effective Partnership working with key stakeholders including voluntary and private sectors, trade unions and professional organisations, staff and the public to achieve optimum delivery of services.
6. Provide oversight and direction to ensure that the Health and Social Care Partnership plays a key role in the Community Planning Partnership.
7. Work with the Director of Public Health to deliver a shared set of priorities and direction for Health Improvement for the Health and Social Care Partnership.
8. By providing leadership and direction, and effective performance management, ensure the planning and commissioning of services to meet the objectives of the Health and Social Care Partnership, national and local outcomes and statutory requirements as set out in the Strategic Plan.
9. Develop and secure effective partnership working with a range of key stakeholders including voluntary and private sector providers, trades unions, professional organisations and staff to achieve optimum development of services in accordance with the NHS Reform Scotland Act and Best Value Arrangements.
10. Lead the continued integration of services, working with key stakeholders including health and social care professionals, users of services, carers, commercial and non-commercial providers of health and social care services.
11. Leads the Health and Social Care Partnership delivery as an effective organisation at partnership wide and locality level with an effective management team and committee arrangements, strong relationships with community and voluntary organisations and strong relationships with elected members and members of the Health Board.
12. By providing leadership and direction, ensure that the Health and Social Care Partnership has efficient and effective support arrangements in place for finance,

human resources, business development functions, and that effective professional advisory structures are established and maintained.

13. Ensure a visible approach to delivering organisational effectiveness and development as it relates to culture, ways of working, effective leadership and staff engagement.
14. Oversees activity to ensure that the Health and Social Care Partnership develops and implements change programmes to improve services and tackle inequalities.
15. Accountable for ensuring that Codes of Conduct, accountability and principles of clinical care, financial, corporate and staff governance are promoted throughout the Health and Social Care Partnership to ensure required standards are met.
16. Play a key role in the Corporate Management Teams for the Council and Board Management Teams, supporting elected members, non-executive Board members, Chief Executives and external partners through the provision of professional advice, guidance and information on the services provided and on any other matters required.
17. Represent the Council and the Health Board at local and national level, influencing policy initiatives being developed by the Scottish Government, ensuring the Council and Health Board are fully aware of national developments and have the information, professional advice and assistance necessary to make policy decisions.
18. Promote and lead the identification of development and implementation of service redesign projects creating new ways of working, organisational change or service change to meet the health and social care needs of the population.
19. Oversee and ensure that the duties of the Council's Chief Social Work Officer (as defined by Section 45 Local Government etc (Scotland) Act 1994) are effectively supported and delivered and that the requirements of NHS Clinical Governance are met.
20. Lead and maintain oversight of preparation for inspections and audit activity for the services defined in the Integration Plan and provided as part of the Strategic Plan.
21. Ensure strict compliance with all standing orders and financial regulations of the Council and the Health Board.
22. Leads the preparation, management and monitoring of the Partnership's budgets in accordance with the financial policies, regulations and directions of the Council and the Board using systems and processes to ensure effective budgetary control.
23. Ensure the management of the Information Governance Assurance Framework is appropriately secure and legally compliant.
24. Lead people management practices within the Partnership which encourage a culture of positive internal engagement with employees, promotes development of robust Partnership Working and promoted the achievement of better outcomes for service users.

25. Promote the health, safety and well-being of employees at work and of service users through the implementation of the Council and Health Boards policies on Health and Safety and Wellbeing at Work, Departmental Health and Safety arrangements in accordance with all relevant statutory requirements.
26. Lead the implementation and maintenance of risk management within the Council and Health Board's Risk Management Frameworks ensuring a proactive and coordinated approach to both clinical and non-clinical risks.
27. Ensure organisational, professional and personal development for staff through effective individual performance management systems which provide development opportunities, enhance performance motivation and facilitate skill utilisation and flexibility.
28. Identify, with other Health and Social Care Partnership Chief Officers, a range of support functions which can be provided on a singular cross system basis and ensure the effectiveness of revised systems identifying the potential for increased efficiency and effectiveness through collaboration and coordination.
29. Visible leadership and accountability for the Board and Council's Equality and Diversity Strategy including our Stand Against Racism campaign"

Systems

The post holder will have responsibility for the management of a range of information systems relevant to the Health and Social Care Partnership.

The post holder will have keyboard skills and ability to use a range of IT equipment and will use a range of information and operating systems:

- Microsoft Office
- Financial systems e.g. SSTS, PECOS
- Workforce Systems e.g. eESS, Microstrategy
- Performance Management Systems
- GOLD
- SAP
- Internet/Intranet
- Datix / HandS (Health and Safety Systems)

The post holder will be required to use interactive systems to ensure effective hybrid learning environment through advanced use of MS Teams.

Assignment and Review of Work

The role is largely self-directing and the individual is accountable to the Integration Joint Board, and the Health Board and Council Chief Executives.

The post holder works under broad direction within parameters of government priorities and policies for health.

Review of performance in the post is undertaken through the agreement of performance objectives and an annual performance review with the Board and Council Chief Executives.

Decisions and Judgements

The post holder has considerable authority to lead, direct and manage the team and determine priorities, resource allocation and activity ensuring alignment with national strategies and corporate priorities.

The post holder makes appropriate budgetary and financial decisions in relation to delegated departmental budgets, Scottish Government initiatives and joint training initiatives.

The post holder is expected to be “politically aware”, demonstrate a high level of professional judgement, and make decisions regarding corporate and departmental OD priorities, resource commitment, delivery methodologies and activity taking account of strategic drivers and the wider political context, e.g., across Glasgow City HSCP, Glasgow City Council, NHS GGC, NHS Scotland, and the Scottish Government.

The post holder is required to use professional judgement to interpret and apply strategy and policy in a wide range of changing contexts and circumstances.

For example, the development of a Workforce strategy and plans and delivery methodologies to meet corporate priorities and needs arising from organisational initiatives.

The post holder will be informed by Glasgow City HSCPs strategic aims and policy drivers and must be able to provide a range of solutions and interventions to achieve this for their area of responsibility.

The post holder will be accountable for short, medium and long term planning for the delivery of key programmes of work within their remit and will monitor performance to ensure organisational needs are met.

The post holder is guided in the main by financial and employment legislation and broad organisational policies.

The post holder will be expected to advise on decisions where no precedent exists or where there may be conflicts of opinion. e.g. consideration of new models of OD & Design delivery, introducing new technologies/systems.

The post holder will be expected to analyse and advise on changes to practice which may have significant financial impact.

Most Challenging/Difficult Parts of the Job

To lead, develop and manage the integrated Health and Social Care Partnership to deliver challenging national and local outcomes working in partnership with other organisations to deliver seamless services across the Health and Social Care spectrum.

To improve the health status of local population and bring a substantial population focus which narrows health inequalities.

Communications and Relationships

The post holder will work closely with the Glasgow City Integration Joint Board, Chief Executives of the Council and the Health Board, and their respective Senior Management/Corporate Teams, and external partners in formulating and delivering the Integration and Strategic Plans.

Develop and secure constructive relationship with a diverse range of stakeholders across health, council and voluntary sectors and other partner agencies promoting public awareness of Health and Social Care Policies.

The post holder will have a wide range of external relationships for example with other Health and Social Care Partnerships' senior teams, Independent Contractors within Primary Care, MSPs and MPs, Ministers and senior civil servants, Chairs, Chief Executives and senior staff of Health Boards and health systems throughout Scotland, Local Authority colleagues, trades unions and staff representatives, universities and colleges and representative organisations of public, patients, carers and the media will all be required from time to time.

Highly effective leadership and team working is integral to taking forward the Health and Social Care Partnership Agenda.

Physical, Mental, Emotional and Environmental Demands of the Job

The post holder will be required to work flexibly and be agile. There will be a requirement for travel within and out with the Glasgow City area.

The post holder will use a computer for the production of documents, emails and for research.

The post holder will frequently be required to produce reports, often involving analysis of a range of complex data where a high level of concentration is required e.g. analysing workforce data.

The post holder will be involved in meetings where intense concentration and significant attention to detail is required e.g., senior management team meetings, partnership negotiations. Typically this will occur at least weekly.

The post holder is required to be resilient to meet the range of demands.

Disclosure

In line with the Rehabilitation of Offenders Act 1974 (Exclusions and Exceptions) (Scotland) Order 2003, you are required to declare all convictions defined as 'unspent' in terms of the Act as the post is classified as an 'excepted post'.

Prior to any offer of appointment, the Council or Health Board will undertake either a Standard or Enhanced or PVG/Disclosure check

Competencies

This recruitment, selection, performance management and personal development processes are underpinned and managed within a competency framework of knowledge, skills and behaviours.

The job holder will be expected to evidence knowledge, skills and behaviours as described within the Competency Framework.

Politically Restricted Posts

This post is politically restricted in accordance with the Local Government and Housing Act 1989. Accordingly, in accepting this appointment, you will be disqualified from becoming or remaining a member of a local authority, the Scottish Parliament or House of Commons from undertaking certain political activities as defined in regulations introduced from time to time by the Secretary of State for Scotland. A copy of Glasgow City Council's Policy on Politically Restricted Posts will be made available to the post holder.

General

The duties and responsibilities contained within this Job Profile should be regarded as neither exclusive nor exhaustive as the job holder may be required to undertake other reasonably determined duties commensurate with the level and grade of the post without changing the general character and nature of the post.

The Job Profile will be subject to revision, depending on the future needs of the post and the organisation, following appropriate consultation.

Person Specification

Chief Officer, Glasgow City Health and Social Care Partnership

Qualifications/Professional Membership	
Essential:	<ul style="list-style-type: none">• Educated to Degree level or equivalent, with consolidated and demonstrable senior management experience within a large complex organisation, preferably within the NHS or Local Government.• Evidence of continuing professional development.
Desirable:	<ul style="list-style-type: none">• Masters' Degree or equivalent, such as a management related degree or a professional qualification.• Membership of a relevant professional body

Relevant Experience	
Essential:	<ul style="list-style-type: none">• Extensive senior management experience/achievement in a large, complex organisation and significant operational experience preferably within the public, voluntary or care sectors.• A proven track record in the management of health services, social work services and/or third and independent sector organisations.• Experience of commissioning which is aligned to the strategic objectives of the IJB, is outcomes focused and provides best value.• Experience of partnership working and delivering outcomes with other public sector agencies, third and independent sector organisations.• Experience of delivering successful change programmes and accomplishments in a large complex organisation.• Experience of representing an organisation at senior level internally & externally e.g. linking to the Scottish Government and understanding and influencing national programmes.• Ability to engage with all professional groups working in health, social care and the criminal justice system.• Understanding of risk management and business continuity and emergency planning at a strategic and operational level.• Successful track record of leading reviews and service improvements including driving organisational and culture change combined with progressive team building.• Ability to think both strategically and operationally and to translate strategies into effective practices.• Experience of finding creative and innovative solutions to meet organisational requirements, motivate employees and provide seamless public services.• Comprehensive understanding of the role of local government and/or the NHS and the environment within which they operate, including the legal, financial and political context.• Experience of managing significant financial resources including financial planning, monitoring, control and reporting.• Experience of programme management.• Delivered effective performance management to required standards.• Ability to challenge existing systems and processes where appropriate.• Experience of establishing and developing effective and successful strategic leadership teams.

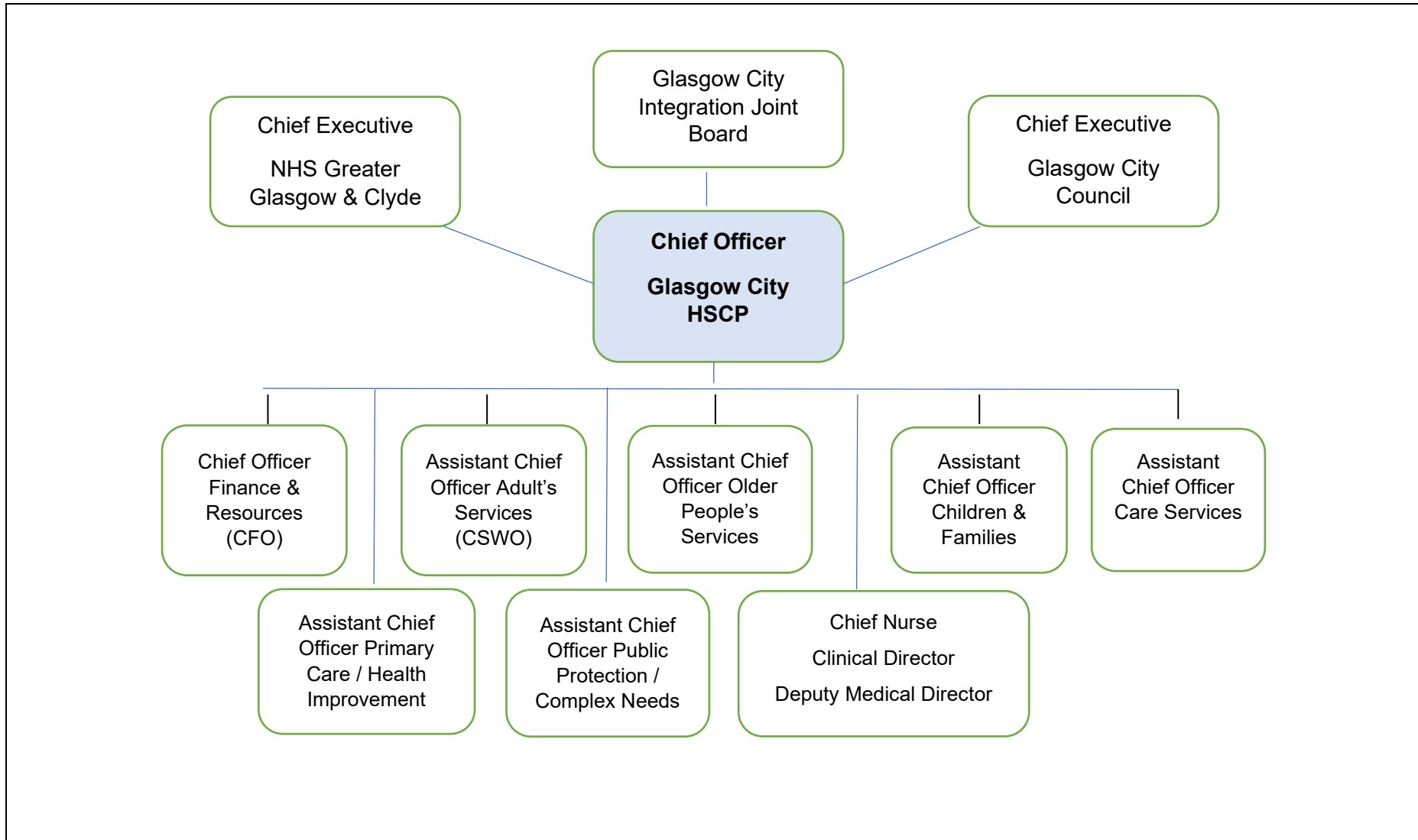
	<ul style="list-style-type: none"> • Extensive experience of performance management. • Understanding of Community Planning and Public Health/Population Health Improvement
Desirable:	<ul style="list-style-type: none"> • Experience of engaging with organisations in the delivery of projects for the benefit of the wider community.

Specialist Knowledge and Skills	
Essential:	<ul style="list-style-type: none"> • Sound experience of financial planning, analysis and responsibility for major revenue and/or capital budgets. Including experience and understanding of aligned/pooled budget management processes and resource allocation procedures. • Strong programme management skills. • Strong analytical skills. • Tact and diplomacy and ability to manage different cultures to influence change and enable effective working across organisational boundaries. • Ability to understand the issues and consequences of managing risk. • Sound understanding of the contribution that ICT can make towards efficient, effective service delivery. • Ability to work in partnership with Staff Side and Trade Unions. • Negotiating skills.

Personal Features/Qualities	
Essential:	<ul style="list-style-type: none"> • An open, supportive and visible management style. • Transformational and visionary leader. • Perceptive and intuitive. • Open minded and diplomatic. • Ability to apply innovative thinking and judgment to initiate and support change, to take action, to meet targets and achieve desired outcomes. • Excellent verbal communication, presentation, networking, negotiation, influencing and motivational skills and flexibility to deal with highly complex issues. • Personal resilience and ability to manage competing priorities in a high pressure environment and satisfy political and organisational priorities. • Ability to mediate and facilitate. • Able to demonstrate sensitivity, integrity, and sound ethical judgement. • Demonstrate commitment to equality and diversity issues. • Commitment to putting people at the centre of decision making.

Leadership and Management Competencies	
Essential:	<ul style="list-style-type: none"> • Effective leadership and management of outcomes in relation to people, performance, transformational change, finance and physical resources. • Leadership skills in delivering change and driving forward continuous improvement and best value agenda. • Problem solving and solution focused.

Appendix 1- Structure Chart



NHS SCOTLAND

LEADERSHIP CAPABILITY COMPETENCIES



NHS Scotland has a 2020 Workforce Vision and Values. The vision makes a commitment to putting people at the centre of everything we do, and using our shared values to guide the work we do, the decisions we take and the way we treat each other.

The following outlines the NHS Scotland Leadership Capability Competencies aligned to NHS Scotland values and will be used to evaluate candidates at each stage of the selection process for this post.



VISION

Successful leadership starts with a clear vision. It focuses our attention so we can prioritise what matters most, enabling us to solve current problems, set goals and implement plans that take our organisation forwards into the future.

The leadership elements relating to the vision quality are:

- Seeing how best to make a difference
- Communication and promoting the ownership of the vision
- Promoting a public service ethos
- Thinking and Planning strategically



EMPOWERING

Empowering means enabling others to develop and use their leadership potential. Empowerment involves action. Those in leadership positions can play a large part in creating the culture within which empowerment can flourish. To empower people, you need to recognise that they can be leaders regardless of their position or role within the organisation.

The leadership elements relating to the empowering quality are:-

- Enabling leadership at all levels
- Driving a knowledge sharing culture
- Promoting professional autonomy
- Involving people in development and Improvement



SELF-LEADERSHIP

Self-Leadership means recognising, exercising and improving your own leadership. Self-Leadership is about you, and your qualities – and your willingness to examine and change these.

The leadership qualities relating to self-leadership are:

- Demonstrating and adapting leadership
- Improving own leadership
- Enabling intelligent risk-taking
- Demonstrating and promoting resilience
- Challenging discrimination and inequality



Collaborating and influencing means leading together for better outcomes. The world we work in is complex, requiring input from numerous individuals. Working together effectively is what collaborating and influencing is all about.

COLLABORATING AND INFLUENCING

Effective collaboration requires the ability to influence others to see things differently or open up to alternative courses of action.

The leadership elements relating to the collaborating and influencing quality are:

- Leading partnership working
- Influencing People
- Understanding and valuing the perspectives of others



What is motivating and inspiring about? Inspiring individuals set the standard by appreciating others, investing in colleagues and focussing on quality. By doing so, they motivate and inspire others to develop their own positive leadership style.

MOTIVATING AND INSPIRING

The leadership elements relating to the motivating and inspiring quality are:

- Inspiring people by personal example
- Recognising and valuing the contribution of others
- Driving the creation of a learning and performance culture



Creativity is about opening up the mind to new possibilities, while innovation is finding new ways to improve the current ways of working. Creative people are prepared to take risks that move their work or organisation forward – they like to solve problems and have an open mindset.

CREATIVITY AND INNOVATION

The leadership elements relating to creativity and innovation are:-

- Seeing opportunities to do things differently
- Promoting and supporting creativity and innovation
- Leading and managing change

NHS SCOTLAND VALUES

Our values are:

- Care and Compassion
- Dignity and respect
- Openness, honesty and responsibility
- Quality and teamwork

Embedding these values in everything we do will help to make our vision a reality. In practice, we need to:

- Demonstrate our values in the way we work and treat each other
- Use our values to guide the decisions we take
- Identify and deal with behaviours that don't live up to our expectations
- Be responsible for the way we work and not just the work we do.

Glasgow City Council Leadership Competency Framework

Glasgow City Council Leadership Competency Framework can be found on the following link - <https://glasgow.gov.uk/media/2661/Describing-our-Competencies/pdf/res0CE8FA56FDA1478AACCE1A2BEF2F8DAD.pdf?m=1675252078297>

The framework contains detailed descriptions of each leadership competency and the levels that can be attained within each competency. Details of each competency for the position of Chief Officer have been outlined below:

Key Competency Requirement		
Competency		Level
1	Self belief	4
2	Self awareness	3
3	Self management	3
4	Drive for improvement in Public Services	3
5	Personal integrity	3
6	Seizing the future	5
7	Intellectual flexibility	3
8	Broad scanning	3
9	Contextual astuteness	4
10	Drive for results	4
11	Leading change through people	6
12	Holding to account	3
13	Empowering others	3
14	Effective and strategic influencing	4
15	Working effectively with others	3

Summary Terms and Conditions

Chief Officer, Glasgow City Health and Social Care Partnership

The offer process for the successful candidate will include a discussion on whether the candidate may opt to be employed under NHS terms and conditions or under Council conditions of service. The following sections outline the employment package applicable to NHS Greater Glasgow and Clyde and Glasgow City Council.

1 NHS Greater Glasgow and Clyde summary terms and conditions

This is a full time appointment (37 hours per week).

The successful applicant will be subject to pre-employment checks including: Satisfactory References (one of which must be from your current or most recent line manager), Pre-Employment Health Assessment, Evidence of Qualifications (as outlined in the Person Specification), Confirmation of Right to Work in the UK and Identity check and where applicable to the post a Disclosure Scotland Criminal Records Check/Protection of Vulnerable Groups Scheme Membership.

The terms and conditions for this post are set by direction of Scottish Ministers under the arrangements in place for Executive and Senior Managers Pay within NHS Scotland.

Grade: Executive and Senior Management Grade F

Salary: £101,379 - £134,214 per annum

Placing on the range will be determined by a range of factors, taking into account current salary. The starting salary will be part of the formal offer of employment. Progression through the pay range is on the basis of an annual assessment of performance in a year beginning 1st April and ending 31st March. A pay uplift determined by performance rating is applied in line with national circulars.

Hours of Duty

The set hours of work are **37** per week; however, the number and pattern of hours will reflect the demands of the post. There is no contractual right to additional pay or time off in lieu for additional hours. This will not affect individual rights under the Working Time Directive.

Tenure

This is a full time, permanent position.

NHS Pension Arrangements

New entrants to NHS Greater Glasgow and Clyde who are aged sixteen but under seventy five will be enrolled automatically into membership of the NHS Pension Scheme.

The pension scheme is provided by Scottish Public Pensions Agency. This scheme is a qualifying pension scheme, which means it meets or exceeds the government's new standards.

All benefits including life insurance and family benefits are explained on the SPPA website <http://www.sppa.gov.uk/>.

Once a year, (following 2 years qualifying service) a statement is available online (<http://www.sppa.gov.uk/>) showing how much service has built up in your pension.

You can increase the amount of your contribution by buying additional pension. For full details please see the Factsheet "Additional Pension" available on the SPPA website <http://www.sppa.gov.uk/>. The amount contributed by the government in the form of tax relief would also increase.

Superannuation benefits accrued in the NHS Scheme elsewhere in the UK can be transferred to the Scottish scheme by arrangement with the Scottish Public Pensions Agency. The transferability of other public sector pension schemes entitlements may be possible and may be explored on appointment.

Motor Vehicle Provision

Where there is a job requirement, a vehicle may be offered. The arrangements will be determined by the Remuneration Sub-Committee in accordance with the leased car provisions for staff on Executive Managers' pay arrangements.

Location

For employment purposes, your base will be Commonwealth House, 32 Albion Street, Glasgow, G1 1LH. The post will inevitably require you to travel regularly throughout the Board's area and within Scotland. Less frequently you will require travelling further out with Scotland. Home to work expenses will be met by the post holder but all other travel expenses incurred as a result of your employment will be reimbursed by the Board.

Removal Expenses

Reasonable removal expenses in line with the Board's policy will be payable, should the Board require you to move home. This will be discussed with you, as part of an offer of employment.

Annual Leave

The annual leave entitlement is 27 days rising to 29 days after 5 years' service and 33 days after 10 years' service. Public Holidays (8 days) are allocated in addition for all Board employees.

Performance Appraisal and Personal Development

The annual performance cycle is from 1 April to 31 March. Performance is assessed against a performance plan, which contains individual service objectives relating to the Board's corporate objectives and individual behavioral objectives based on the NHS Scotland Leadership Competency Framework. The performance plan is agreed with the Chief Executive.

Performance against the plan is assessed by the Chief Executive(s) and performance is rated on a five point rating scale:-

1. Unacceptable – misses most targets
2. Incomplete – misses most targets without counterbalancing over-achievements
3. Fully Acceptable – balances shortfalls with over-achievements
4. Superior – meets all targets and exceeds most
5. Outstanding – substantially exceeds all targets

Other Terms and Conditions of Service

Terms and Conditions of Service which are not set down in the arrangements for Executive and Senior Managers Pay, are those contained within the Agenda for Change Terms and Conditions Handbook, and the Board's Human Resources Policies.

2. Glasgow City Council Conditions of Service

This is a full time appointment (35 hours per week).

The successful applicant will be subject to pre-employment checks including: Satisfactory References (one of which must be from your current or most recent line manager), Pre-Employment Health Assessment, Evidence of Qualifications (as outlined in the Person Specification), Confirmation of Right to Work in the UK and Identity check and where applicable to the post a Disclosure Scotland Criminal Records Check/Protection of Vulnerable Groups Scheme Membership.

Grade: Grade 14/LDR6

Salary: £149,016.26 - £164,743.83

The starting salary will be part of the formal offer of employment. Progression through the points within the grade is not automatic and is dependent on evidence derived from the role profile of satisfactory attainment of the skills, qualifications and competencies required. However, progression, although not automatic, would ordinarily be expected and supported.

Hours of Duty

The set hours of work are **35** per week; however, the number and pattern of hours will reflect the demands of the post.

Contractual Status

This post is permanent in nature.

Pension Scheme

Where a contract of employment is for 3 months or more you can join the [Strathclyde Pension Fund Scheme](#)

- It is a 'career average revalued earnings (CARE) scheme', meaning your pension is based on a career average basis when you retire from the Council.
- It includes Death in Service benefits of 3 times salary.
- Contribution rates is based on your salary, details of current rates can be found here <https://www.spfo.org.uk/>. Your employer pays the rest of the cost of providing your benefits. This amount varies but it's always enough to make sure your pension can be paid and will be at least 19.3% of your pay.
- You get tax relief on your contributions - the tax you pay on your salary is calculated after your pension contributions are deducted.

Place of Employment

Your normal place of work will be Commonwealth House, 32 Albion Street, Glasgow, G1 1LH. The Chief Executive has the discretion to place you in any location within their control. You will not be required to work outside the UK for a period of more than one month during the term of your employment.

Annual Leave and Public Holiday Entitlement

Employees are entitled to 26 days (or 182 hours) annual leave on appointment, rising to 29 days (or 203 hours) after five years' continuous service with the Council (or with another local authority which is reckonable for annual leave purposes).

In addition, you will be entitled to 12½ days (or equivalent hours) paid public holidays each year. For alternative working patterns, the equivalent public holiday entitlement will be applied. The leave year runs from 1 January to 31 December.

Other Terms and Conditions of Service

For more details on benefits of working for Glasgow City Council and further details of the Council's Terms and Conditions, please visit <https://glasgow.gov.uk/article/5005/HR-policies>

**Guidance to Candidates
Recruitment Process, Timetable and
How to Apply**

The closing date for applications for this post is 23:59 Sunday, 21 July 2024.

The recruitment and application process for this post is being jointly managed by NHS Greater Glasgow and Clyde and Glasgow City Council on behalf of Glasgow City Health and Social Care Partnership, with support from Recruitment Partner Eden Scott.

- Outlined below are key note timescales within this recruitment campaign. All candidate applications will be acknowledged and treated in the strictest of confidence.
- The Job Description and Person Specification is designed to inform potential applicants on the essential and desirable criteria which are sought in the appointment of the Chief Officer, Glasgow City Health and Social Care Partnership.
- The selection process for shortlisted candidates will include a Preliminary Assessment Stage, which will involve several assessment tools including occupational psychometric assessments. Further details as to assessment content, arrangements and timescales will be discussed with shortlisted candidates.
- Following the preliminary assessment stage candidates will be asked to attend a Value Based Competency Interview designed to assess knowledge, skills, experience, professional competence and leadership behaviours in relation to the criteria set out in the Person Specification. The interview will include a presentation.
- The results of all stages of the recruitment process will be kept confidential and restricted to only those who have direct responsibility for the decision making in the recruitment to this post.

Candidates should note that it may not always be possible to offer alternative dates for preliminary stage assessments or interviews.

Please note the dates below - these dates may be subject to change.

Recruitment Stage	Expected Date
Recruitment Advertising Campaign opens	Friday, 28 June 2024
Advert Closing date for return of applications	23.59 Sunday, 21 July 2024
Shortlisted candidates will be invited to participate in a preliminary assessment stage, expected to commence shortly after the shortlist has been agreed expected w/c 29 July 2024 . Full details of the preliminary assessment process and interview arrangements will be covered with shortlisted candidates. ..	
Panel Interview: Panel interview will include a value based competency interview and presentation	Friday 23 August 2024

HOW TO APPLY

Application Process: Candidates are invited to contact our Recruitment Partner Eden Scott in the first instance. Thereafter, candidates will then be invited to apply via the NHS Scotland Recruitment system.

Eden Scott Contact: Sarah Gracie, Associate Director on 07999421314 or via email - sarah.gracie@edenscott.com

Please refer to the Job Description and Person Specification for details of this role.

To apply for the post of **Chief Officer** please complete the following:-

- All applications are invited via the NHS Scotland Recruitment system (Jobtrain) and therefore will need to be completed and submitted online via Jobtrain. You will be able to access the Jobtrain system, and complete your application, via devices with an internet connection. The application will include a supporting statement describing how your skills, knowledge and experience meet the Person Specification.
- You can use the following link that will take you to the Recruitment advert on Jobtrain: apply.jobs.scot.nhs.uk look under Employer>Greater Glasgow and Clyde then Job Family>Executive and then job reference **189465** to access and complete the online application form.

[NHS Scotland | Jobs | Search here for your perfect career - Job Information | Apply for Chief Officer - Glasgow City Health and Social Care Partnership](#)

- On clicking “**Apply for Job**” button you will be prompted to register for a new Jobtrain user account if you haven’t already done so before, and you just need to then follow the instructions.
- Your application is the key document that will determine whether you will be shortlisted. You must, therefore, be able to demonstrate within your application how you meet the essential requirements being tested at this stage.
- You should provide clear and succinct information about yourself and how you meet the criteria that are being tested at this application stage.
- It is important you complete all sections of the online application form in full. This is to ensure the selection panel can easily find the information they require and can review the responses from all candidates equally and transparently.
- Please include all of your employment history not just your current /most recent post.
- Applications from candidates who have not fully completed the online application form will not be considered, (unless there are reasonable adjustments required) **CVs or linking to websites for information (such as LinkedIn) are not accepted.**

Please note you will be asked to complete a Supporting Statement which is in the form of 3 Assessment Questions.

- The interview panel will not make assumptions about your evidence, so it is important that you take the time to ensure that you are comfortable with the information you are providing in your application.
- Be clear and succinct in your answers as there are word limits for each section.
- Please include details of 2 Referees, one of which must be your current or most recent employer/line manager. Referees will not be approached without obtaining your prior consent.
- **All offers of employment will be subject to completion of pre-employment compliance checks.**
- Candidates are also requested to complete the Equal Opportunities Monitoring Section of the Application Form. This section of your application will not be made available to anyone responsible for shortlisting and interviewing for the post.

All applications will be acknowledged and treated in the strictest of confidence.

Special Requirements for the Recruitment and Selection process

To ensure prospective candidates are not disadvantaged in the recruitment and selection process we are fully supportive in making reasonable adjustments in order to support disabled job applicants or applicants with other health conditions. Reasonable adjustments for example may include allowing extra time during assessment exercises or ensuring information is provided in an alternative format such as audio, Braille or large font.

Data Protection Legislation

The information supplied by your application will only be processed by those authorised personnel involved in relevant stages of the recruitment process.

Applications submitted via the NHS Scotland Recruitment system Jobtrain will be retained by NHS Greater Glasgow and Clyde and will be used for the purpose of processing your application and for statistical and audit purposes.

NHS Greater Glasgow and Clyde will process the information for the stated purposes in regards your application for employment. If your application is unsuccessful your information will be retained securely for 12 months from the completion of the recruitment process and then confidentially destroyed.

Thank you for your interest in the post and good luck with your application should you decide to apply.

Glasgow City HSCP Key Documents/Information and Websites

Key Documents/Information

An Introduction to Glasgow City HSCP and IJB	https://glasgowcity.hscp.scot/publication/glasgow-city-hscp-and-ijb-introduction	<p>An overview document of Glasgow City HSCP and IJB, including: Executive Leadership and Senior Management Team; vision; key services; function and structure; statutory responsibilities; budget setting; operational responsibility; role of Elected Members; remit of the executive leadership and senior management team; performance; workforce; links to key policy and other documents.</p>
About Glasgow City HSCP	https://glasgowcity.hscp.scot/about-us/glasgow-city-health-and-social-care-partnership	<p>Information about Glasgow City HSCP's structure.</p>
About Glasgow City IJB	https://glasgowcity.hscp.scot/ijb	<p>Information about Glasgow City IJB including links to membership, meetings, agendas and minutes.</p>
About Health and Social Care Integration	https://glasgowcity.hscp.scot/about-us/about-health-and-social-care-integration	<p>Information about health and social care integration in Glasgow City.</p>
Integration Scheme	https://glasgowcity.hscp.scot/integration-scheme	<p>The services and functions that are delegated to Glasgow City IJB.</p>
Strategic Plan	https://glasgowcity.hscp.scot/strategic-and-locality-plans	<p>The HSCP's/IJB's strategic plan for health and social care in Glasgow City, which includes vision; priorities; population and need profile; performance; finance and resources; partnership working and involving others among other areas.</p>

Performance incl. Annual Performance Report and Demographics	https://glasgowcity.hscp.scot/performance-and-demographics	Information on Glasgow City HSCP's quarterly and annual performance, as well as a demographic profile of Glasgow City.
IJB Annual Accounts and Annual Audit Report	https://glasgowcity.hscp.scot/annual-accounts-and-annual-audit-report	IJB Annual Accounts and Annual Audit reports for all years.
IJB - Members, Meetings, Agendas and Minutes	https://glasgowcity.hscp.scot/performance-and-demographics	Glasgow City IJB Members, meetings, agendas and minutes
IJB Finance, Audit and Scrutiny Committee - Members, Meetings, Agendas and Minutes	https://glasgowcity.hscp.scot/ijb-finance-audit-and-scrutiny-committee-papers	Glasgow City IJB Finance, Audit and Scrutiny Committee Members, meetings, agendas and minutes

IJB Public Engagement Committee – Members, Meetings, Agendas and Minutes	https://glasgowcity.hscp.scot/ijb-public-engagement-committee-papers	Glasgow City IJB Public Engagement Committee Members, meetings, agendas and minutes
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Websites

www.glasgowcity.hscp.scot	Glasgow City HSCP's main public website, which includes information about health and social care integration and the structure of the HSCP; how to find a service; key publications and meetings including IJB and IJB committee agendas and minutes; news and events; how to get involved.
www.yoursupportyourwayglasgow.org	Glasgow City HSCP's public website of health and social care services and resources (purchased and directly provided) that are available across the city.
www.glasgow.gov.uk	One of the two parent organisation websites of Glasgow City HSCP, which include information on health and social care supports.
www.nhsggc.scot	One of the two parent organisation websites of Glasgow City HSCP, which include information on health and social care supports.