Executive Medical Director

A skilled and sustainable workforce for a healthier Scotland
## Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Letter from our Chief Executive</td>
<td>3</td>
</tr>
<tr>
<td>NHS Education for Scotland – The Organisation</td>
<td>4</td>
</tr>
<tr>
<td>NES Board</td>
<td>8</td>
</tr>
<tr>
<td>NES Medical Directorate</td>
<td>9</td>
</tr>
<tr>
<td>Job Description</td>
<td>11</td>
</tr>
<tr>
<td>Person Specification</td>
<td>17</td>
</tr>
<tr>
<td>Conditions of Service</td>
<td>20</td>
</tr>
<tr>
<td>How to Apply</td>
<td>21</td>
</tr>
</tbody>
</table>
Letter from Karen Reid
Chief Executive

Dear Applicant

I welcome your interest in joining NHS Education for Scotland (NES) – an ambitious, collaborative and forward-thinking organisation. This is a unique role in NHS Scotland in a national organisation. NES has significant influence and ability to effect sustainable change through workforce development, education and training across the health and social care system in Scotland and working at UK level with partner organisations.

Focused on delivering the Scottish Government’s priorities, NES is integral to improving outcomes for people and in ensuring a skilled and capable workforce underpins the design and delivery of services. This is an organisation which recognises the significant contribution it can make to improving population health, reducing inequalities and economic development. Workforce development, education and training are critical in this regard across a range of dimensions including widening access to training and employment, career pathways and new roles, for example through the NHS Scotland Youth Academy.

As a member of my Executive Team and as an Executive Director, you will have a corporate leadership role in shaping and delivering the organisation’s strategy, ensuring staff are motivated, supported and developed and in the delivery of key strategic outcomes. You will lead the Medical Directorate to ensure effective delivery of high quality postgraduate medical education across Scotland, including the experience and wellbeing of all the trainees NES is responsible for.

You will share our ambitions to drive change, be innovative and collaborative, working directly with government, the NHS, academia, professional organisations, regulators and wide range of strategic partners. You will understand the opportunities which arise from the redesign of services and their location, increasingly via digital solutions, and in the skill mix of multidisciplinary teams, including new professional and support roles. You will recognise the importance of widening access not only for careers in medicine (which you will actively promote) but across the health and social care workforce.

Crucially, you will have credibility based on your values, skills and experience. You will be an authentic, resilient leader with significant senior level experience in medical education and leadership in large, complex organisations. You will combine keen political awareness and acumen with creative and innovative approaches which deliver practicable, sustainable and beneficial change using recognised quality improvement methodologies. Additionally, you will understand the complexities of developing and implementing government policy as it relates to medical education and training. Embedding equality, diversity and inclusivity will be evident in all that you do.

The pack which follows provides the information you need as you prepare your application. If you need any further information, please contact: ceo.nes@nhs.scot Learn more about NES at nes.scot.nhs.uk and at www.scotlanddeanery.nhs.scot

Yours sincerely

Karen Reid
Chief Executive Officer
NHS Education for Scotland – The Organisation

NES is the national health board with statutory functions for providing, co-ordinating, developing, funding and advising on education and training for the NHS and social care staff. It is a national organisation with a significant regional presence. It is the official provider of workforce statistics for NHS Scotland.

NES is ambitious to drive change: it is innovative, collaborative and forward-thinking – working with NHS, local government, academia, professional organisations, regulators, social care organisations and a wide range of strategic partners across Scotland, and at UK and international levels.

NES is the leader in educational design and delivery and quality assurance. Utilising the very best in technology enabled learning, organisational and leadership development, workforce and learning analytics and digital development, to ensure the entire health and social care workforce, in every community in Scotland, is supported, skilled, capable, digitally enabled and motivated to deliver improved outcomes.

NES will support delivery of Scottish Government commitments for health and social care including “We are Healthy and Active” and the development of a National Care Service. Through regular engagement with senior officials and Ministers in the Scottish Government NES will deliver education, workforce development and training, workforce analysis and planning to support service design and innovation including new approaches, models and locations of care. NES is focused on ensuring the workforce is ready for a range of post-pandemic scenarios and the changes in health and social care necessary to deliver improved outcomes. NES fully recognises the challenges facing the workforce and the population concerning mental health and wellbeing and provides several key educational programmes and support arrangements.

The scale of the health and social care workforce, in every community in the country, leverages a wider contribution in areas such as improving population health and reducing inequalities, economic development, innovation and competitiveness while recognising responsibilities in areas such as net zero. The NHS and social care can provide, at scale, opportunities for employment and training – including attraction into health and social care careers – and NES has the potential to be an awarding body for qualifications. NES is a joint partner with NHS Golden Jubilee in the development of the NHS Scotland Academy, which provides accelerated training across the health workforce.

Supporting a Once for Scotland approach, NES is a leader in digital solutions and cloud-based services. This includes a platform to integrate data, intelligence and applications designed to make access to services and key information easier for users. It will support health and social care staff to work more efficiently with access to the information they need.

NES developed and runs ‘Turas’, the digital platform which provides access to knowledge and training, allows staff to keep records of their learning and achievements and is the basis for workforce data analysis. NES has the capability working with partners to develop a Once for Scotland digital citizen record for health and social care.

NES recognises the role of citizens in their own care, as unpaid carers and as members of their communities. As such they are, and must continue to be, integral in the design and delivery of education and workforce development.

Our Strategic Plan 2019-2024 and key corporate documents are available from: www.nes.scot.nhs.uk/about-us/corporate-publications/
**Workforce**
- Lead Employer Doctors and Dentists in Training
- National Educational Resources for Business & Administration and Estates & Facilities staff
- National Support for Foundation, Modern and Graduate Apprenticeships
- Leading collaborative cross-sector work on a Digitally Enabled Workforce
- Promoting careers and job opportunities - national digital and media resources
- National approaches to leadership, management, organisational development, training and appraisal
- Workforce Strategy, Planning and change
- Workforce development, governance, diversity and engagement

**Digital**
- National provision of workforce, business and administrative systems
- Digital development and delivery
- Access to learning and development resources across health and care
- Workforce data and intelligence and national statistics
- Maintenance and support of the organisation's digital infrastructure
- Communications and digital design services
- Information governance and security

**NDS**
- Development and provision of the National Digital Platform
- Information access and capture at the point of contact
- Provision of timely, role-based access to health and care information
- Research and innovation to produce and identify new products
- Intelligence through better using and joining up healthcare data

**Planning and Corporate Resources**
- Strategic and operational planning
- Corporate performance management
- Risk management
- Property and Facilities Management
- Organisational improvement support
- Corporate governance
- Feedback, Comments, Concerns and Complaints

**Dentistry, Healthcare Science and Optometry**
- Undergraduate placements in clinical settings
- Management of postgraduate training programmes in dentistry in primary care and secondary care
- Management of postgraduate training programmes in healthcare science
- Development of evidence based guidelines
- Management of training programmes for dental nurses and therapists
- Continuing professional development for dental registrants, optometrists and healthcare scientists
- Support for dental registrants in difficulty

**Nursing, Midwifery, Allied Health Professionals and Psychology**
- Performance management of undergraduate nursing and midwifery programmes
- Postgraduate educational resources for nurses, midwives, allied health professionals and health care chaplains
- National practice education infrastructure supporting nurses, midwives and allied health professionals across the health and care workforce
- Commissioning education programmes and CPD
- Partnership working with SSCC across dementia, carers and integration
- Educational resources and development for clinical support workers.
- Management of post-graduate education programmes in clinical psychology
- Delivery of training in psychological therapies and interventions
- Workforce development for CAMHS
- Education to support suicide prevention

**Medicine, Pharmacy, Quality Improvement and Patient Safety**
- Undergraduate placements for doctors in clinical settings in acute and primary care
- Management of post-graduate education programmes in medicine
- Management of post-graduate education programmes in pharmacy.
- Continued professional development for trained doctors and pharmacists
- Training of appraisers, support for and audit of revalidation
- Support for doctors in difficulty
- Training of pharmacy technicians
- Training courses and resources in Quality Improvement and Patient Safety
- Training courses and resources in Simulation & Human Factors
As a national Board, we have a significant presence across the country. Learning and training oversight, and services across Scotland, are provided virtually or through our offices in Inverness, Aberdeen, Dundee, Edinburgh, and Glasgow. We also support two specialist clinical skills centres and a Mobile Skills Unit, which enables training in remote and rural locations.

At any time, we support placements for thousands of undergraduate placements and postgraduate education programmes:

**UNDERGRADUATE EDUCATION PLACEMENTS**

<table>
<thead>
<tr>
<th>Medical UGs</th>
<th>Dental UGs</th>
<th>Pharmacy UGs</th>
<th>Total UGs</th>
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<tr>
<td>5361</td>
<td>942</td>
<td>759</td>
<td>7062</td>
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These placements are funded by Medical and Dental ACT (Additional Cost of Teaching).
Our outturn as of 31 March 2020 was as follows:

The Direct Educational Expenditure flows to Health Boards and Medical and Dental General Practices. The expenditure relating to Educational Support is predominantly paid to NHSScotland Health Boards and Scottish Universities.
NES Board

As a national health board, we have a commitment to effective governance, scrutiny and transparency (A Blueprint for Good Governance).

We report on our annual financial performance, our progress delivering our equality and diversity outcomes over the past four years, and our future equality priorities.

There are 14 places on the NHS Education for Scotland Board of which 10 are non-executive and 4 are executive. All board members are appointed by the Health Minister.

The functions of our Board are:

- Setting the direction, clarifying priorities and defining expectations.
- Holding the executive to account and seeking assurance that the organisation is being effectively managed.
- Managing risks to the quality, delivery and sustainability of services.
- Engaging with stakeholders.
- Influencing the Board’s and the organisation’s culture.

Non-Executive Directors

- David Garbutt - Chair
- Linda Dunion
- Sandra Walker
- Lynnette Grieve
- Dr Doreen Steele
- Douglas Hutchens
- Anne Currie
- Jean Ford
- Victoria Nairn
- Gillian Mawdsley

Executive Directors

- Karen Reid, Chief Executive
- Professor Stewart Irvine – Director of Medicine
- Karen Wilson - Director of NMAHP (Nursing, Midwifery and Allied Health Professions)
- Janice Sinclair, Acting Director of Finance
The Medical Directorate

The delivery of postgraduate medical education is a complex challenge and the Medical Directorate works closely with Scottish Government and many partners with diverse interests and who together, contribute to the work of postgraduate education. The Medical Directorate, also known as the ‘Scotland Deanery’, is responsible to the NES Board and through the Board to Scottish Government for the commissioning and delivery of postgraduate medical education in Scotland. This training is delivered primarily in NHS Boards including hospitals and General Practices to standards set by the General Medical Council (GMC). The Directorate ensures that management of recruitment to medical training and progression through programmes deliver a high-quality training experience. Furthermore, as NES directly employs c.33% of doctors in training, including all Scotland’s GPs in training and those in national specialty training programmes, the Medical Directorate has an active management role in delivery of a high-quality employment experience for doctors in training, placed in NHS Boards.

Through the strategic leadership provided by the Medical Directorate, NES recruits and manages postgraduate training of around 6000 doctors in training across foundation, general practice, core and specialty training programmes. NES also provides education for pre-registration pharmacy trainees, registered pharmacists and pharmacy technicians across Scotland. We do this through organisation, development, delivery and quality management of educational programmes and professional development courses and resources. Further detail around the scope of training provided by the Directorate can be found on the Scotland Deanery website https://www.scotlanddeanery.nhs.scot/about-us/

The role of the Executive Medical Director is significant in developing robust workforce planning nationally while shaping and contributing to UK wide initiatives so that there is a highly skilled medical workforce with the right skills, in the right place at the right time. Working UK wide and through regular engagement with senior officials and Ministers in the Scottish Government, the Executive Medical Director works with key partners to influence national policy, develop high quality education and training initiatives and strategies for international recruitment and retention. The Executive Medical Director will work with regulators and inspection bodies to ensure that issues around education and training are shared at a strategic level to influence the design and delivery of learning.
The Medical Directorate currently has a staffing complement of circa 240 permanent and fixed term A4C staff and is supported by 325 sessional staff providing education based across Scotland, with a total budget of £434 million. The Directorate work closely with the Director of Finance to ensure the best use of funding for delivery of Postgraduate and Additional Costs of Teaching (ACT) funding.

The Executive Medical Director provides strategic and operational leadership to the senior cohort of Postgraduate Deans, GP director and Associate Postgraduate Deans. Strategic educational leadership is also provided to a network of Training Programme Directors, Lay Representatives, Educational Supervisors, Clinical Supervisors, Local Training Quality Lead and the eight Specialty and Foundation Training Boards.

In addition to undergraduate placements and postgraduate programme’s across health and care professions, NES provides a wide range of educational and training resources and has dedicated training staff in every NHSS Board, supporting training both face to face and online. A major focus is the provision of technology enhanced, flexible, efficient training including use of advanced technologies e.g. virtual reality, simulation etc. This requires upskilling the extensive network of sessional trainers working across the NHS so that they can confidently deliver education and training. It also means ensuring the digital capability of learners.

The Medical Directorate has several roles encompassing the following specific areas:

- Operates all approved foundation and specialty (including GP) training programmes through a robust system of educational governance.
- Recruits to and manages the postgraduate training of doctors in Foundation, Core and Specialty (including GP) programmes.
- Supports the education of undergraduate medical students through the distribution and performance management of the Medical Additional Costs of Teaching (ACT funding).
- Ensures the effective delivery of the Quality Improvement Framework for medical education and training as laid down by the General Medical Council.
- Manages study leave, clinical academic training, flexible training, careers guidance, trainer development and training for doctors in difficulty.
- Supports and manages the work of the Remote and Rural Health Education Alliance (RRHEAL) and the Community Hospital Improvement Network (CHIN).
- Supports and manages with others Quality Improvement, Clinical Skills, Patient Safety and Human Factors training across NES.
- Responsibility for education and training in Pharmacy.
- Medical revalidation and the ‘responsible officer’ for the license to practice.
- Development of multi-professional education.

NES has five regional offices hosting internal staff, educators and teaching facilities, 20 Teach and Treat Centres, 2 Clinical Skills Training Centres and a Mobile skills and simulation Unit. These are an integral part of the NES Medical Directorate and staff contribute to various aspects of training management, quality and professional development activity. This also facilitates close working relationships with the wider NHS through regional workforce and local Health Board structures, and with the five Scottish Medical Schools.

Educational delivery is undertaken in partnership with key stakeholders across Scotland and requires a close working relationship with Scottish Government. The Medical Directorate has strong links to the NHS Scotland Academy, a joint venture between NHSEducation for Scotland and NHS Golden Jubilee which will support development of specialist skills incorporating a wide range of development for the Health and Social Care sector based on physical, blended and virtual approaches. It also works closely with the Centre for Sustainable Delivery (CfSD) to support service redesign, innovation and transformation across the NHS.
JOB DESCRIPTION SUMMARY

Job Title: Executive Medical Director
Grade: Medical Director (Management Fee Level 3)
Reporting to: Chief Executive

Job Purpose
The Executive Medical Director is a senior executive role responsible to the Chief Executive leading nationally on the strategic direction, development and delivery of postgraduate medical education and training to GMC standards for the medical workforce in NHS Scotland. As a member of the NES Board and Executive Team, this role contributes to improved health outcomes and the quality of services across Scotland by reshaping the health and social care workforce through education, workforce development and training, technology enhanced learning and practice, and workforce analysis and planning to support service design and innovation including new approaches, models and locations of care.

The Executive Medical Director will:

- Work in partnership with the Scottish Government, the NHS, Scottish Funding Council, further and higher Education, Royal Colleges, national professional organisations, BMA and trade unions, regulatory bodies and a wide range of strategic partners across Scotland, and at UK and international levels to influence and inform medical education, training, revalidation and clinical practice and governance.
- Influence at strategic and policy levels, engaging, enabling and collaborating to ensure NES leads the way in educational design, delivery and quality assurance to deliver a medical workforce that meets the needs of citizens in Scotland while contributing to broader objectives to improve wellbeing and societal outcomes.
- At corporate level in NES, lead substantive change programmes to secure best value, efficiency, effectiveness and improved outcomes.
- Have a substantive role in driving strategic change and direction in the development of and planning for the medical workforce in Scotland, taking into account redesign of services, innovation and technological advances, shifting locus of care and developments in skill mix and development of new roles and responsibilities.
- Recognise the opportunities for using data and intelligence for workforce planning, service redesign, transformation and innovation to inform and address population needs and reduce inequalities.
- Have the credibility, rigour and integrity to operate effectively at the highest level in clinical, policy and strategic environments, demonstrating acumen and acuity.
- Demonstrate an ambition to secure beneficial change by supporting and developing people from a variety of backgrounds to overcome barriers to entering medical careers, underlining the importance attached to attraction strategy, retention, new career pathways and models and new routes into medicine. Central to this will be demonstrating a commitment to the wellbeing of those entering and progressing in the medical profession.
- Be collaborative, outward focused, ambitious for change and adept at working in partnership with Scottish Government and other key stakeholders.
- Understand the importance of innovative approaches for ensuring equitable access to high quality, sustainable services across urban, remote and rural settings.
- Have knowledge of emerging practices in artificial intelligence, automation and technology including how they will inform clinical practice and the future of medical education and training.
- Have credibility in demonstrating the values and behaviours championed by NES and in addressing issues of equality and diversity.

**Key Result Areas**

**Executive leadership**

1. Executive Team fulfilment of duties and responsibilities.
2. Role model NES values.
3. Contribute to the development and delivery of a rolling five-year integrated strategic plan that reflects Scottish Government strategic direction and the National Performance Framework and is aligned to workforce demand across health and social care, informed by close working with the education sector, ensuring achievement following the approval of the NES Board.
4. Provide executive strategic leadership across NES to ensure the delivery of integrated educational and workforce development solutions for the medical workforce providing corporate leadership for the development of innovative solutions that maximises the potential of the educational resources and technology across NES.
5. Resources are used effectively and ensure value for money.
6. Workforce planning across all staff groups so that NHS Scotland and Integration Joint Boards have both the workforce to deliver for the here and now but has a workforce which is agile and flexible to respond to future models of care. This includes working with Scottish Funding Council on student numbers and planning.
7. Participate fully in corporate decision-making processes across NES to contribute to effective compliance, corporate accountability and assurance to the NES Board.
8. Work constructively and openly with senior colleagues, Scottish Government and representatives from NHS Boards, academia and research bodies, Royal Colleges, BMA and trade unions, health and social care partnerships and the broader social care sector to identify and develop opportunities for NES to respond proactively and innovatively to support NHS Scotland, integrated health and social care and key partners.
9. As a member of the Board and Executive Team, promote and embody NHS Scotland leadership values and NES Ways of Working, including championing equality, diversity, and inclusion.

**Providing clear corporate management and strategic leadership to the Medical Directorate**

1. Working closely with the Medical Directorate Management Team, provide strategic and professional leadership, horizon scanning for trends and anticipating those policy issues that will impact upon the strategic direction of the system.
2. Educational resources are targeted to specific needs (e.g. remote and rural) and are responsive to more specific demands as need arises.
3. Ensuring the highest standards of education, research, financial and staff governance.
4. Directorate functions are effectively integrated and aligned with national, organisational, and service objectives.
5. All statutory and corporate duties are discharged, with appropriate controls in place.
6. Performance reviews are undertaken regularly and appraisals annually, individuals are held to account for delivery.

7. Key performance standards and measures are monitored and reported appropriately.

8. To provide strategic leadership for the postgraduate medical education and workforce development agenda at Scottish, UK, European and wider international levels through contribution to world leading postgraduate medical education conferences.

9. Bringing challenge to executive and board level thinking and effecting change as a consequence.

10. Clearly assess situations ensuring sufficient focus on strategic thinking so that NES has the financial strategies, risk appetite and controls, and systems to enable delivery of NES’s strategy.

**Strategic Delivery**

1. Lead nationally on developing a strategic direction for the education and training of the postgraduate medical workforce in Scotland (fully aligned with national developments) contributing to the delivery of Scottish Government policy and NHS Board workforce plans supporting safe, effective, digitally enabled and patient centred care; to deliver this through innovative and close working relationships with Government, Scottish Funding Council, NHS Boards, Education Providers, research bodies, Royal Colleges, Regulators and national professional and regulatory bodies.

2. Delivery of recruitment and high-quality training for trainee doctors to deliver good quality clinical care and safe and compassionate services.

3. Determining with counterparts in England (Health Education England), Wales (Health Education & Improvement Wales) and Northern Ireland (Northern Ireland Medical & Dental Training Agency) the numbers of medical vacancies and their fill rates, initiating, developing, deciding, and implementing strategies, policies and processes to provide the required capacity and quality of the UKs health and care workforce as well as discussing 4 nations approaches to medical education and training. This includes initiating policy discussions with Scottish Government, regulators etc.

4. The Additional Cost of Teaching (£99m) is managed to ensure NHS Boards provide the educational infrastructure necessary to support undergraduate education and training in medicine and pharmacy and monitor its use to ensure effectiveness of training placements.

5. Provide strategic professional leadership for the development of high-quality data evaluation and research in collaboration with colleagues in Scottish Funding Council, research, and Higher Education institutions, to provide a strong evidence base for improvements in medical education; ensure that training environments are of high quality and that trainees effectively contribute to the highest standards of patient care.

6. Provide leadership for Clinical Academic training, research opportunities, leadership development and quality improvement, equipping doctors and dentists in training to improve the quality of patient care through leadership, scholarly activity, multi-professional teamwork, and skills development.

7. Act as 'responsible officer' (RO) for the license to practice, the appraisal and revalidation of c. 6,000 doctors in Scotland, delivered through a network of postgraduate deans and a supporting IT infrastructure.

8. Ensure the provision of Faculty development for and engagement with Recognised Trainers in line with GMC requirements and promote the educational development of educators to enable them to promote and deliver high standards of training.

9. Effective support and training programmes for staff returning to practice, such as the GP retainers and returners schemes.

10. Supply of Pharmacists through effective education and training to meet service needs.
11. Regulatory standards are met, concerns identified are addressed - NES has responsibility, on behalf of the UK regulators, for the inspection and reconfiguration of the delivery of medical service, by doctors in training, in each of the NHS Boards and has a requirement to issue directions to Boards as part of this role. In conjunction with the Regulators NES may have to consider the potential withdrawal of training places from a Board where circumstances merit this.

12. Leadership to the delivery of Quality Improvement and safety programmes providing a cohort of Improvement leaders and champions across NHS and social care organisations.

13. Introduction of a credentialing process for doctors across a range of disciplines.

Promoting and recognising the importance of people in delivering culture change

1. Enhancement of the doctor in training experience, including wellbeing.
2. Using relationships with Royal Colleges, education providers, regulators, educators, and those entities comprising the health and care sector to lead and support change in how health and care professionals behave and work together, shaping culture through integrating the values of the NHS through medical education and critically influencing those entering the sector through multiple routes as well as those continuing their development.
3. Embodiment of the NHS Scotland leadership values and NES Ways of Working.
4. Working in partnership and championing equality, diversity, and inclusion, removing inequalities for the positive benefit of the wider economy. Actively promoting dialogue, engagement, and involvement
5. Widening access to career pathways across health and social care.
6. Harmonious and productive working relationships with the recognised trade unions, professional bodies, and staff representatives.
7. Education and development programmes which support the reduction in health inequalities and focus on people who have complex needs or who need extra support and protection.
Communications and Working Relationships

The post requires authentic leadership; an enabling, engaging, and collaborative mindset; expert negotiation skills and the ability to anticipate and innovatively resolve problems.

The role operates at a level of strategic complexity. This requires interpretation and implementation of guidance as it applies to multiple stakeholders to achieve success in the role. The postholder will need to successfully influence those accountable for issuing decision-making guidance to the good of the system overall.

The postholder must also work with Scottish Government and colleagues across the sector to identify and implement new areas in which NES can support the delivery of services across health and social care. The following are key working relationships:

- With NHS Board Chairs, Chief Executives and Directors.
- With Chief Executives and Directors of the healthcare professional regulators.
- With Scottish Government, with the Director General Health and Social Care/Chief Executive NHS Scotland and the Health and Social Care Management Board and senior officials in the Health and Social Care, Education and Digital Directorates of the Scottish Government.
- University Deans of Medical Schools.
- Scottish Funding Council.
- Scottish Association of Medical Directors.
- Conference of UK Postgraduate Deans.
- Health Education England, Health Education & Improvement Wales, and Northern Ireland Medical & Dental Training Agency.
- Royal Colleges and the Scottish Academy of Medical Royal Colleges and Faculties.
- General Medical Council.
- BMA and its relevant Committees.
- With leaders and key stakeholders in the social care sector.
- MPs/MSPs.
- Voluntary sector.
- Other independent organisations.
- Others with interest in medical education.

Most Challenging Part of the Job

Problem-solving and decision-making extend to a broad and extensive range of senior stakeholders beyond health and social care, notably to education and regulation; and beyond Scotland to UK level. The postholder must think innovatively, exercise mature leadership, and be highly personally resilient in operating within multiple strategic contexts and frameworks. The accountability of the postholder to exercise mature decision-making, having considered all relevant factors, is critical. The most challenging parts of the role are:

1. Leading the design of postgraduate medical education, including technology enhanced learning, and workforce development within a complex and financially constrained environment in such a way that professional, regulatory and workforce redesign requirements are met.

2. Influencing and maintaining excellent relations in a time of significant change, including recovery, within postgraduate medical education and ensuring through quality management that education and training within territorial Boards is resourced appropriately.
3. Embedding a culture of excellence in medical training through innovation and development within the Directorate and organisation, to ensure recognition of NES as a leader in medical education and training.

4. Working with Regulators and Universities across the UK to provide appropriate undergraduate and graduate training places for the medical workforce, including partnership engagement with the Scottish Funding Council in allocating funding for appropriate training places in the various clinical disciplines to meet the complete workforce requirement for Scotland.

5. Managing the complexities of recruitment to hard to fill specialties at both a national and local level including the assurance of equitably filled training programmes in remote and rural settings.

6. Ensuring that equality, diversity, and inclusion is embedded into the education and training system ensuring equitable access to trainees from all backgrounds.

7. Leading the Directorate to drive innovation and to challenge traditional approaches to delivery of education and training.
Person Specification

**Essential Criteria** – these are attributes without which a candidate would not be able to undertake the full remit of the role. Applicants who do not clearly demonstrate in their application that they possess the essential requirements will normally be eliminated at the short-listing stage.

**Desirable Criteria** – these are attributes which would be useful for the candidate to hold. When shortlisting, these criteria will be considered when more than one applicant meets the essential criteria.

**Means of Assessment** – please note that assessment of factors during the recruitment process will be conducted in accordance with Values Based Recruitment for NHS Board Executive Level Appointments: https://www.sehd.scot.nhs.uk/dl/DL(2018)10.pdf this includes psychometric testing, Assessment Centre, a Stakeholder Exercise, presentation, and values competency-based interview.

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<tr>
<th>Factor</th>
<th>Essential Criteria</th>
<th>Means of Assessment</th>
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| **Qualifications** | • Medically qualified with a background on Primary or Secondary care or Public Health.  
• Full specialist or GP registration with the General Medical Council  
• Licence to practise  
• Evidence of regular successful participation in appraisal  
• Relevant Postgraduate medical qualifications, including membership / fellowship of a Royal College.  
• Further evidence of a commitment to ongoing professional development. | Application & Pre-Employment checks |
| **Experience** | • Significant experience of leadership and strategic management at a senior level.  
• Extensive experience at a senior level of medical management and medical education in the NHS with developed knowledge of the Scottish system  
• Demonstrable experience of operating at senior strategic decision-making level within complex systems and with a wide variety of partner bodies.  
• Demonstrable experience of leading and delivering transformational change.  
• Experience of dealing with a range of complex issues within a politically sensitive and multi stakeholder environment.  
• Experience of influencing strategy and policy at national level.  
• Understanding the complexities of health policy development at national level and how it translates to delivery at national, regional, and local levels  
• A track-record of bringing challenge to executive and board level thinking and effecting change as a consequence.  
• An ability to demonstrate clarity of thinking to ensure focus on critical issues.  
• Applying recognised methodologies in, for example, quality improvement, health service leadership and health services research. | Application, Assessment Centre, and Interview |
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<tr>
<th>Factor</th>
<th>Essential Criteria</th>
<th>Means of Assessment</th>
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<tr>
<td>Knowledge</td>
<td>• Strategic and policy understanding of the ambitions and drivers for health and social care, advocating the strategic importance of education, training, and workforce development in achieving this agenda.</td>
<td>Application, Assessment Centre, and Interview</td>
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<td></td>
<td>• Exceptional ability in strategic thinking, influencing, and collaborating within a national context (Scotland and UK).</td>
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<td>• Understanding of strategic workforce planning and how to use this to deliver service change.</td>
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<td>• Strong intellect, commercial acumen, and business management skills.</td>
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<td>• Confident and skilled decision-maker, able to operate at the highest levels of autonomy with credibility.</td>
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<td>• Evidence of widening access to careers in healthcare</td>
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<td>• In-depth knowledge of postgraduate medical education training systems and processes</td>
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<td>• Understanding medical education in Scotland in the context of UK and international developments</td>
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<td>Behaviours</td>
<td>• With a growth mindset, role models positive behaviours and attitudes in line with NES values.</td>
<td>Application, Assessment Centre, and Interview</td>
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<td>• Strong advocate of building highly inclusive, diverse, workforces with equality for all.</td>
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<td></td>
<td>• Exceptional commitment to improving patient experiences and social care, population health and reducing inequalities.</td>
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<td>• Exceptional commitment to education, training, and workforce development.</td>
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<td>• Open, visible, and dynamic leadership commanding the confidence and respect necessary to engage an extensive range of senior stakeholders, across health, education, regulation, and government.</td>
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<tr>
<td>Values</td>
<td>• Demonstrable record of being an effective change agent for innovation.</td>
<td>Application, Assessment Centre, and Interview</td>
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<td></td>
<td>• Innovative and collaborative problem-solving skills involved in dealing with a broad and extensive range of senior stakeholders with different priorities and agendas.</td>
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<td>• Expert listening, influencing and negotiation skills with the ability to anticipate and resolve problems inherent in dealing with an extensive range of senior stakeholders.</td>
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<td>• Highly personally resilient in operating within complex environments with multiple stakeholders.</td>
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<td>• Builds and sustains effective, inclusive, high performing teams and develops staff.</td>
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<td></td>
<td>• Advanced communication skills congruent with a high-profile leadership role, with the ability to engage with individuals at all levels.</td>
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</tbody>
</table>
levels in local, regional, and national setting, the public, politicians, and the media.
- Have worked with a diverse range of stakeholders both internal and external to achieve successful outcomes.

<table>
<thead>
<tr>
<th>Factor</th>
<th>Desirable Criteria</th>
<th>Means of Assessment</th>
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<tbody>
<tr>
<td>Experience</td>
<td>• Recognised contributions to undergraduate and postgraduate education and training at both regional and national levels is desirable.</td>
<td>Application &amp; Interview</td>
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</table>
Conditions of Service

TITLE: Medical Director

LOCATION: Flexible Location
(your NES Office location will be agreed upon appointment)

REPORTING TO: Chief Executive

GRADE: Medical Director

Salary: Medical Director Terms and Conditions (Management Fee Level 3) PCS(MD)2008/1

HOURS AND DAYS OF WORK: Full time. Based on a normal working week of 40 hours.

JOB STATUS: Permanent

NOTICE PERIOD: 3 months

ANNUAL LEAVE: 41 days including statutory holidays

REHABILITATION OF OFFENDERS CLASSIFICATION: The 'exemption' status of posts within NES may change in the future and all successful candidates should be aware that they may be asked to obtain a further Disclosure from the Disclosure Scotland at a later date, should a post's status change, or if they are transferred or promoted into a post that is exempt.

SUPERANNUATION:
Please note under changes to workplace pension arrangements introduced by the UK Government, NHS Education for Scotland along with other employers requires to ensure all staff are automatically enrolled in a pension scheme. Consequently, all new starts from 1 October 2013 will be automatically enrolled into the NHS Superannuation Scheme (Scotland). Contributions are based on whole time pensionable earnings as set out in the table below:

<table>
<thead>
<tr>
<th>Tier</th>
<th>Annual Pensionable Pay (Full Time Equivalent)</th>
<th>Contribution</th>
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<tbody>
<tr>
<td>1</td>
<td>Up to £20,605</td>
<td>5.2%</td>
</tr>
<tr>
<td>2</td>
<td>£20,606 to £24,972</td>
<td>5.8%</td>
</tr>
<tr>
<td>3</td>
<td>£24,973 to £31,648</td>
<td>7.3%</td>
</tr>
<tr>
<td>4</td>
<td>£31,649 to £64,094</td>
<td>9.5%</td>
</tr>
<tr>
<td>5</td>
<td>£64,095 to £89,731</td>
<td>12.7%</td>
</tr>
<tr>
<td>6</td>
<td>£89,732 to £119,560</td>
<td>13.7%</td>
</tr>
<tr>
<td>7</td>
<td>£119,561 and above</td>
<td>14.7%</td>
</tr>
</tbody>
</table>

Sessional workers who work more than 10 sessions per week under NHS condition may be unable to contribute further to the superannuation scheme.

The conditions above are for information purposes only and may be subject to variation. They do not form the basis of a legal contract.
How to Apply

If you have the right blend of skills and experience for this exciting role, please do get in touch:


Informal enquiries may be directed to Sarah Gracie: [sarah.gracie@edenscott.com](mailto:sarah.gracie@edenscott.com)

M: 07999 421314

For further information about NES, please contact [ceo.nes@nhs.scot](mailto:ceo.nes@nhs.scot)

Closing date for applications is 23:59 hours on 15th August

Assessment Centre wk/c 30th August

Panel interview 15th September