



Director of nursing and quality

Candidate information pack 2021

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Welcome from Rob Webster, chief executive

Dear candidate,

Thank you for your interest in becoming a leader in our ambitious and successful NHS Foundation Trust. I hope that you find the information within this pack helps to inform your application and gives you a sense of who we are.

As a member of the Board, you will help set the tone for the whole organisation. As the Executive Director of Nursing and Quality, you will need to have a clear understanding of your professional accountabilities and an unwavering focus on all aspects of quality. As a leader your commitment to our shared values must be unquestionable. And as a partner, you will play a key role in ensuring that we all work as guests in the lives of some of the most vulnerable people in society to help them fulfil their potential and live well.

This is an exceptional time for all of us. We have seen exceptional public sector leadership and exceptional support in our communities and across all of our partnerships. This will need to continue as we create strong organisations in strong integrated care systems, in service of local people.

If you are an established director, or an aspiring one, and you believe you have the ability to join us, to share our mission and our ambitions, please apply. Details are included within this pack. Prospective candidates wishing to discuss the role informally may speak to myself by contacting Lucy Auld on telephone 01924 316302 or email rob.webster@swyt.nhs.uk, the current postholder, Tim Breedon, contact details Sarah Harrison on 01924 316297 or email tim.breedon@swyt.nhs.uk or the Chair, Angela Monaghan, contact details Laura Arnold on telephone number 07721 213680 or email laura.arnold@swyt.nhs.uk

I wish you the very best in your application.

Rob Webster
Chief executive



About us

Background

We are an NHS foundation trust that provides community, mental health and learning disability services to the people of Barnsley, Calderdale, Kirklees and Wakefield. We also provide medium secure (forensic) services to the whole of Yorkshire and the Humber (area covered by Doncaster Metropolitan Borough Council, Rotherham Metropolitan Borough Council, Sheffield City Council, Bradford Metropolitan District Council and Leeds City Council).

Over 1 million people live in the communities of Barnsley, Calderdale, Kirklees and Wakefield from a range of diverse backgrounds. We aim to match the community's needs by providing personalised care that puts the person first and in the centre.



We work with other local NHS organisations, local authorities, government departments and voluntary organisations to provide high quality health care to people in our area. Working in partnership is very important to us as it enables us and our partners to provide more efficient, streamlined care that truly meets the needs of local people.

Working in partnership also means working with the members of our foundation trust, who can have a say in how we run the Trust and how they wish our services to be developed. Over 9,000 local people have joined us as members, and our staff are members too.

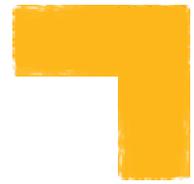
To provide the flexible, individually tailored care that local people have told us they want, we work from a variety of sites as well as with people in their own homes. 98% of our services are community-based and are well supported by inpatient services for when people need care or assessment in a hospital setting.

The Trust, which was first established in 2002, now employs around 4,500 staff, in both clinical and non-clinical support services, and has a turnover of over £220 million.



Our vision

To provide outstanding physical, mental and social care in a modern health and care system



Our mission

We help people reach their potential and live well in their community

Our values

We put the person first and in the centre

We know that families and carers matter

We are respectful, honest, open and transparent

We improve and aim to be outstanding

We are relevant today and ready for tomorrow



Our proposed strategic priorities for 2021/22

1. Improve health

- Play a full role in our Integrated Care Systems and associated places in their 5 year plans.
- Improve outcomes through our wellbeing services, physical health and services for people with mental health and learning disabilities.
- Enhance creative, cultural and digital offers through Creative Minds and our recovery colleges.

2. Improve care

- Continually improve patient safety.
- Safely deliver and restore inclusive services locking in innovation.
- Provide care as close to home as possible.
- Deliver improvements, particularly in CAMHS and forensic services.

3. Improve resources

- Integrate digital approaches to the way we work.
- Spend money wisely and reduce waste.

4. Making SWYPFT a great place to work

- Support the provision of a healthy, resilient and safe workforce.
- Refresh and deliver our sustainability strategy and action plan.

Our services

In Barnsley, Calderdale, Kirklees and Wakefield we provide care to:

- Adults of working age (aged 18 to 65) with a mental health problem;
- Services to people as young as 14 experiencing the first signs of psychosis;
- Child and adolescent mental health services;
- Older people (over 65) with a mental health problem;
- People (mainly adults) with a learning disability whose behaviour challenges services, with intensive support needs and/or a mental health problem; and
- Medium secure forensic services for people with a mental health problem and/or learning disability.

In Barnsley we also provide:

- Inpatient services;
- Partnership services;
- Children's services;
- Community rehabilitation;
- Services for people with long-term conditions; and
- Primary care and preventative services.

We are active partners in two Integrated Care Systems (ICSs):

- West Yorkshire and Harrogate Health and Care Partnership; and
- South Yorkshire and Bassetlaw ICS

and we play a key role in the place-based health and care partnerships in Barnsley, Calderdale, Kirklees and Wakefield.

A fuller description of our services can be found on our website at: <http://www.southwestyorkshire.nhs.uk/our-services/>.



Links to further information

How we're run

Further information on [how our organisation runs](#), including members, Members' Council, and the Trust Board, can be found on our website at: <http://www.southwestyorkshire.nhs.uk/about-us/how-we-are-run/>.

Our Constitution

Our [Constitution](#) can be found on our website at: <http://www.southwestyorkshire.nhs.uk/about-us/how-we-are-run/trust-board/constitution-self-certification/>

Professions strategies

Our [Nursing strategy](#) can be found on our website at: <https://www.southwestyorkshire.nhs.uk/wp-content/uploads/2021/02/1347-Nursing-strategy-2019-21.pdf>

Annual report and accounts

Our [annual report](#) and accounts can be found on our website at: <http://www.southwestyorkshire.nhs.uk/about-us/performance/annual-report/>.

Quality account

Our [quality accounts](#) can be found on our website at: <http://www.southwestyorkshire.nhs.uk/quality-innovation/quality-account/>.

Creative Minds

Information on our [Creative Minds](#) approach can be found on our website at: <http://www.southwestyorkshire.nhs.uk/quality-innovation/creative-minds/>.

Regulators (NHS Improvement and Care Quality Commission (CQC))

Further information on the Trust can be found on the [NHS England](#) website at: <https://www.gov.uk/government/groups/south-west-yorkshire-partnership-nhs-foundation-trust> and [Care Quality Commission \(CQC\)](#) website (<http://www.cqc.org.uk/provider/RXG/reports>).

Advertisement

Director of nursing and quality

Attractive remuneration package

Our mission is to enable people to reach their potential and live well in their community. To achieve this, we must deliver patient centred services and be a strong partner within our health and care systems. Safe and compassionate care supported by good governance arrangements has never been more important and these are at the heart of everything we do. They provide the foundation for our innovative services – they inspire our great stories and outcomes. This means this role is critical in everything we do as a Trust.

Due to retirement, we are looking for a new director of nursing and quality to join an ambitious, values based and well established Board of directors who want to make a difference and will deliver our vision of providing outstanding physical, mental and social care in a modern health and social care system. Central to achieving this is our people and making the Trust a great place to work for our staff.

As an executive director you will make a very significant contribution to the strategic leadership and direction of the Trust overall, whilst being responsible for providing strong professional leadership to nursing and other professions and ensuring that the Trust has effective and robust clinical governance arrangements.

The Trust has a budget of over £220m, employs 4,500 staff, is rated Good by the CQC and provides mental health, learning disability and community services to a population of nearly a million across Barnsley, Wakefield, Calderdale and Kirklees. We also provide regional forensic services to the Yorkshire and Humber population. It's a big remit and we are looking for a committed individual who wants to make a difference to the lives of people using our services.

You must have an excellent track record of success at director or at a senior level together with experience of partnership working across complex systems. Added to this we want an exceptional and inspirational leader with a passion for delivering high quality care, continuous improvement, and a commitment to enhancing our strong reputation. Although not essential there is also a possible opportunity for the right candidate who maybe an aspiring chief executive to take on the additional role of deputy chief executive.

If you have the right values for our organisation and you would like to have an informal discussion about this exciting and challenging opportunity please contact chief executive Rob Webster, the current postholder Tim Breedon, or Trust chair Angela Monaghan (details below). Visit our website at <https://www.southwestyorkshire.nhs.uk/nursingdirector/> to find out more about the post and organisation.

The closing date for applications is 29 March 2021.

Job description

Post: Director of nursing and quality

Accountable to: Chief executive

Role outline

The director of nursing and quality will be responsible for providing strong and visible professional leadership to the nursing, allied health professional and psychological workforce which enable the delivery of the compassionate, safe, high quality and service user/patient focused services. The post holder in partnership with the medical director will be responsible for ensuring the Trust has effective clinical governance and clinical safety arrangements.

The director of nursing and quality will work as part of an executive trio with the medical director and the director of operations to ensure that services are delivered in line with Trust's vision, mission and values, that clinical risks are effectively managed and staff wellbeing is supported and they are effectively engaged.

The postholder will be an executive director of the Trust Board and a member of the executive management team and will be expected to be a strong team player, role model the Trust's values and actively contribute to the achievement of the Trust's strategic direction and objectives.

Job summary

The director of nursing and quality will be responsible for providing professional advice to the Trust on matters relating to nursing, allied health professions and psychological services and will be the executive lead for:

- Nursing, allied health professional and psychological professions
- Quality improvement
- Patient experience including complaints management
- Safeguarding of adults and children
- Infection prevention and control (including the role of director of infection prevention and control)
- Professional development and training for nursing, allied health professional and psychological staff
- Clinical governance and clinical safety
- Relationship with Care Quality Commission including registration, compliance with standards and organisation rating
- Patient safety
- Protecting the confidentiality of health and care information (Caldicott Guardian)
- Serious incidents and management of external reviews

The director of nursing and quality as a voting member of the Trust Board and a member of the executive management team will have a collective responsibility for the effective leadership of the organisation, the effective use of resources and the safety and welfare of service users/patients, carers, staff and visitors. This includes participating in the Trust's director on-call arrangements.

The postholder will be required to provide strong system leadership across the integrated care systems including at place and within provider collaboratives.

All directors will have a key role in ensuring equality, diversity and inclusion is at the heart of service provision and in the way the Trust leads, manages and recruits its workforce.

Principal duties and responsibilities:

Professional leadership

- To provide the Trust Board, chief executive and executive management team with professional advice and guidance on nursing, allied health professions and psychological services matters.
- To provide strong visible professional leadership to the nursing workforce, including the development of professional practice and clinical leadership.
- To develop and implement a clear vision and strategic direction for nursing, allied health professions and psychological services in line with the Trust's strategic direction and new service models.
- To ensure that there is appropriate clinical engagement and involvement in support of the modernisation of services and the delivery of safe and effective services.
- To ensure and actively support strong professional leadership arrangements for all disciplines as part of a multidisciplinary and multi-agency approach. (In the case of the medical workforce, this will necessitate close working with the medical director).
- To foster strong clinical and professional engagement and leadership for nurses, allied health professionals and psychological professions across the Trust.

Professional development, education and training

- To lead the provision of professional development, education and training for nursing, allied health professional staff and psychological services.
- Work closely with the director of HR, OD, and estates on the development of the education and learning strategy and activities ensuring the needs and aspirations of nursing, allied health professional staff and psychological professions are represented.
- To ensure that the Trust's approach to clinical effectiveness and evidence-based practice is supported by effective education and training programmes.
- To foster a culture that values continuing professional development and strives for excellence in the delivery of patient care, ensuring the maintenance of professional standards of care and compliance with respective codes of practice.

Clinical governance and safety

- To ensure with the medical director that the Trust has effective clinical governance arrangements which support the delivery of the Trust's strategic direction and objectives and meets the organisation's statutory obligations.
- To ensure that there are effective and well embedded clinical governance and clinical safety arrangements at all levels of the Trust which supports the delivery of safe and effective care.
- Jointly with the medical director, responsibility for all aspects of clinical quality which includes establishing the standards and processes for clinical practice required to deliver the quality agenda, develop high level clinical performance indicators and to ensure robust mechanisms are in place to regularly monitor performance and determine the audit requirements that are necessary to ensure standards are met.
- To provide leadership to continually improve the patient/service user experience in accordance with the Trust's values through ensuring they are the centre of all we do.
- To lead, establish and monitor systems that measure and improve clinical and environmental standards, particularly ensuring that the fundamental and essential aspects of care are of a high standard.
- To lead on the management of serious incidents and external reviews on behalf of the Trust.
- Work closely with the medical director to implement best practice and disseminate learning from serious incidents, clinical risks and complaints which prevent re-occurrence of events and ensures lessons are learnt.
- To act as the Trust's Caldicott Guardian.
- Executive responsibility for child and adult safeguarding.
- Ensure the appropriate resources, people and systems are in place to protect and safeguard children and young people and vulnerable adults including developing robust, up to date policies and systems.

Quality

- To ensure that the Trust Board has appropriate arrangements in place for the assurance of the quality of all services provided including leading on the production of quality accounts.
- To ensure through the governance structure, issues regarding service quality, improvement and monitoring are communicated to the Trust Board and partner agencies.
- To work with the director of strategy on the development and implementation of the Trust's quality strategy ensure that there is strong clinical and service user engagement.

Assurance

- To ensure that the Trust achieves and maintains required registration with the Care Quality Commission and other appropriate national/local accreditation.
- Ensure effective systems are in place to comply with the requirements for regulation, including the essential standards of quality and safety (CQC).
- To lead the Trust ambition to achieve outstanding in the CQC's organisational ratings.
- To ensure that robust action plans are developed, implemented, and monitored to achieve agreed compliance standards.

Infection prevention and control

- As director of infection prevention and control provide visible leadership in the development of systems and processes for the prevention and management of healthcare acquired infection.
- Ensure consistency of care across all clinical settings and that evidenced based practice is applied to reducing health care acquired infections.
- Ensure that the Trust Board, executive and operational management teams, and clinical staff have access and are provided with the latest information, advice and guidance in the prevention and control of healthcare acquired infections.

Workforce

- To work closely with the director of HR, OD, and estates to ensure the development of effective policies and processes for the engagement, deployment and management of the nursing, allied health professionals and psychological workforce.
- To act as guardian to develop standards and processes that ensure the fitness to practice of nursing, allied health professionals and psychological staff, including monitoring of professional registration of directly and indirectly employed staff, ensuring appropriate action is taken where concerns are raised about practice.
- To work closely with the director of HR, OD, and estates to ensure the development of workforce plans linked to models of care and include appropriate skill mix levels for the provision of high-quality safe services within agreed resources.
- To work closely with the director of HR, OD, and estates to ensure that we can recruit and retain a high calibre nursing, allied health professional and psychological workforce.
- Executive lead for safer staffing in connection with national standards relating currently to nursing and nursing support in inpatient areas.
- To ensure that the Trust has effective arrangements and systems are in place to support reflective practice and clinical supervision.

Trust policies and commitments

The requirements of this post will be reviewed regularly in consultation with the post holder.

All staff employed by the Trust must comply with the Trust's policies and commitment to:

- complying with Trust policies and procedures at all times particularly those concerning mandatory training, equal opportunities, health and safety and the prevention, control of infection and information governance.
- commitment to ensuring the Trust is a great place to work.
- safeguarding the health and wellbeing of children and vulnerable adults, by being familiar with and adhering to Trust safeguarding policies and participating in relevant training.
- the national NHS smoke free policy, which prohibits smoking anywhere on Trust grounds.
- being a socially responsible organisation by introducing measures that reduce or offset our environmental impact by being more sustainable.
- The postholder must comply with all policies and procedures designed to ensure equality in employment. The postholder must treat everybody equally, fairly and with dignity and respect as determined by the Trust's mission, vision and values and by the Equality Act (2010).

This job description is an outline of the main duties of the post. The post holder will be required to undertake other duties commensurate with the role and following consultation with the chief executive.

Person specification

Post: Director of nursing and quality

| ATTRIBUTES | ESSENTIAL | DESIRABLE | METHOD OF ASSESSMENT |
|----------------|--|--|-----------------------------|
| QUALIFICATIONS | <p>Degree or can demonstrate equivalent level of knowledge and skills through experience</p> <p>Registered nurse</p> <p>Master's degree or can demonstrate equivalent level of knowledge and skills gained through experience</p> | <p>Masters in relevant subject</p> <p>Dually registered nurse</p> | Application form |
| TRAINING | <p>Evidence of relevant continuous personal and professional development</p> <p>Up to date professional registration</p> | Recognised national executive development programme | Application form/ interview |
| EXPERIENCE | <p>Extensive senior management experience in the NHS or similar complex environment including working with Boards</p> <p>Extensive experience and successful track record in the leadership and management of clinical and/or nursing services</p> <p>Evidence of and commitment to the promotion of user and carer led initiatives</p> <p>High level experience of compliance and quality governance systems and how they apply to NHS organisations</p> <p>Extensive experience in partnership working across complex integrated health and care systems</p> | <p>Director experience (requirement if interested in deputy chief executive role as well)</p> <p>Other sector experience e.g. local authority, private, voluntary, third sectors</p> | Application form/ interview |

| | | | |
|---|---|--|------------------------------------|
| <p>SPECIAL KNOWLEDGE/ SKILLS</p> | <p>Strategic understanding and evidence of senior leadership and delivery of infection prevention and control, and Safeguarding</p> <p>Strong evidence of understanding equality, diversity and inclusion with demonstrable examples of change and improvement in this area</p> <p>Highly effective communication skills – must be able to articulate complex issues to a wide range of recipients, both written and verbally</p> <p>Strategic thinker and planner with the ability to contribute to the Trust long term strategic direction and goals</p> <p>Politically aware with the ability to handle sensitive situations effectively</p> <p>Excellent influencing and negotiating skills</p> <p>Able to develop strong partnerships internally and externally</p> <p>Resilient and able to maintain performance whilst under pressure</p> <p>Ability to work effectively across organisational boundaries in partnership with other agencies and organisations</p> | | |
| <p>PERSONAL ATTRIBUTES</p> | <p>Personal values aligned with the Trust values</p> <p>Self-aware and intrinsically motivated to do a good job and motivate others</p> <p>Forms very effective working relationships with colleagues and is a role model for inclusive, collaborative leadership, team working and Trust values</p> <p>Advocates for all staff groups and individuals particularly those with protected characteristics, promotes equality, diversity and inclusion.</p> <p>Empathy for individuals who have lived experience</p> | | <p>Application form/ interview</p> |

Recruitment timetable

| Action | Date |
|--|--|
| Opening date for applications / advertisement | w/c 8 March 2021 |
| Informal discussions about the role with: | To be arranged through Lucy Auld by emailing lucy.auld@swyt.nhs.uk / 01924 316302 |
| Chief executive | |
| Chair | To be arranged through Laura Arnold by emailing laura.arnold@swyt.nhs.uk / 07721 213680 |
| Director of nursing and quality (current postholder) | To be arranged through Sarah Harrison by emailing sarah.harrison@swyt.nhs.uk / 01924 316297 |
| Closing date for applications | Monday 29 March 2021 |
| Shortlisting meeting | w/c 29 March 2021 |
| Preliminary interviews (if required) | Wednesday 14 April 2021 |
| Final interviews | Candidates are required to attend both sessions. Stakeholder engagement events: Friday 23 April 2021 Formal panel interviews: Thursday 29 April 2021 |
| Appointment start date, subject to completing of pre-employment checks | TBC |

How to apply

Before you apply, please ensure that you have read the job description in detail. Your supporting statement must be aligned to the criteria outlined in the person specification.

To apply for this role, please visit NHS Jobs to complete an application form.

Informal discussion

Prospective candidates wishing to discuss the role informally may speak to:

Rob Webster, chief executive by contacting Lucy Auld on telephone 01924 316302 or email rob.webster@swyt.nhs.uk

Tim Breedon, the current postholder, by contacting Sarah Harrison on 01924 316297 or email tim.breedon@swyt.nhs.uk

Angela Monaghan, Trust chair, by contacting Laura Arnold on telephone number 07721 213680 or email laura.arnold@swyt.nhs.uk