

JOB DESCRIPTION

ASSOCIATE PRIMARY CARE DIRECTOR

Job title: Associate Primary Care Director

Department: Management

Hours: 3 sessions per quarter

Reports to: Chairman

Symphony Healthcare Services is a growing primary care organisation in Somerset which is passionate about delivering outstanding patient-centred care to enable people to live healthy and independent lives.

Accountability

The Associate Primary Care Director will work alongside other executive directors and the Chairman as equal members of the Board of Directors. They will share responsibility with the other directors for the decisions made by the Board and for the success of the organisation.

The Associate Primary Care Director will be appointed by the Board of Directors and will be accountable to the Chairman.

Main Duties and Responsibilities

The Associate Primary Care Director will represent the views and interests of the wider non-Symphony Healthcare Services practices whilst promoting the success of the organisation. They will do so by contributing skills and experience to the Board of Directors decision-making that might not otherwise be available and provide a suitable balance of power; ensuring that the ethos and values of the organisation are upheld.

A director should bring innovation and experience, and drive forward the strategic agenda of the Board. There should be constructive challenge of proposals so that decisions made by the Board achieve the best outcome. A director must maintain a level of knowledge that will enable them to ask tough, objective questions. They should be able to scrutinise operational and financial performance and satisfy themselves as to the integrity of financial, clinical and other information, and that financial and clinical quality controls and systems of risk management are robust and defensible.

Directors must ensure that they are visible across the organisation, that they are trusted individuals and approachable. They should demonstrate that they value all staff whatever their role.

PERSON SPECIFICATION

Associate Primary Care Director

Experience and Background

- The individual is required to have primary care experience and will have experience of operating at a senior level;
- Be able to analyse and interpret complex data;
- Have an understanding of providing strategic direction and knowledge of governance and how boards should add value;
- Be able to lead an organisation through periods of change and demonstrate a thorough understanding and appreciation of the issues facing a complex and developing organisation in a changing environment

Personal Qualities

- Have a strong commitment to the values of the NHS, the SHS vision and values, and the SHS Charter;
- Promote the success of the organisation;
- Role model the Nolan Principles for Public Life and have strong levels of personal integrity;
- Uphold a duty of candour and exercise independent judgement;
- Be able to empathise with, communicate with, lead and inspire a wide range of people, both internally within the organisation and externally in the wider community and beyond;
- Apply specialist knowledge and experience appropriately;
- Have knowledge of the NHS Long Term Plan;
- Have experience of system wide working and collaboration;
- Develop and maintain constructive professional relationships (including the executive team, other Board members, and key stakeholders) through excellent interpersonal skills, team working and good communication style;
- Have the judgement, coupled with the mental resilience, to lead and participate in making difficult evidence-based decisions;
- Foster an ethos of continual improvement and a learning culture throughout the organisation, and be passionate about the continual development and training of oneself and the Board