

## **HEE Leadership Fellow**

### **SuppoRTT- Are we meeting the need?**

#### **Job Description**

Job Title:	Future Leadership Fellow- Evaluation/Innovation of suppoRTT
Number of posts:	1
Department:	SuppoRTT, HEE
Responsible to:	Dr Maya Naravi/ Miss Claire Murphy, Associate Deans SuppoRTT, Health Education England Yorkshire and Humber (HEE YH)  Katie Cobb – Business Manager, HEE YH
Accountable to:	Ms Fiona Bishop – Deputy Postgraduate Dean, HEE YH
Duration:	1 year out of programme opportunity. There is no clinical component to this role. The successful applicant may arrange on call work should they wish to do so on agreement with the Associate Dean.
Base:	Leeds, Sheffield or Hull. However, the successful applicant will be expected to travel regionally and nationally.
Length of post:	1 year
Contracted hours:	40 hours per week. LTFT applicants also considered.

## **Background**

At any one time, 1 in 10 trainees in England are taking time out of training. Trainees are a diverse group and may need time out of training for a variety of reasons. These can be planned, for example research or a fellowship, or unplanned, such as parental or carers leave, bereavement or ill health. Many trainees will have differing needs and face a variety of challenges on their return. Many describe a loss of confidence and anxiety about their return as well as loss of technical skills. The supported return to training (SuppoRTT) programme was established in 2017 by Health Education England to enable trainees to have a safe, supported return to work, offering a wide range of learning and suppoRTT resources thereby enabling the creation of a bespoke package for each trainee.

Whilst SuppoRTT is by now well established, evaluation of SuppoRRT by RSM raised the importance of organisational culture in facilitating the safe and smooth return of trainees. Recommendations of the report were for greater communication between trainees, HR departments and educators, with prior planning. They proposed increasing awareness amongst educators of the types of support available and suggested regular check in meetings. This has important patient safety implications as returning trainees represent a growing population of doctors who are integral to the running of the NHS.

Work on stakeholder review, promoting SuppoRTT in medicine / paediatrics / amongst academic trainees and an escalating concerns project via the national team was undertaken by a future leadership fellow in 2021/2022. Work for 2022/2023 is planned to improve engagement with the SuppoRTT programme. This includes seeking further feedback on the existing provision of courses, the work of the Trust champions of suppoRTT and a focus on specialty school offerings where gaps may exist.

## **About the post**

This is a one-year leadership post based in Health Education England working across Yorkshire and the Humber (HEE YH).

This is an exciting opportunity for a Future Leadership Fellow to commence and build on recommendations from work in 2021/2022 in a regional project within HEE Yorkshire and Humber. HEE YH has chosen to support the next generation of leaders by creating fellowship opportunities such as these. This is an investment in improved patient outcomes

and quality of care. **Some personal experience of returning to training after time out would be very valuable.**

You will be seconded as an OOPE (out of program experience) from your specialty training program for medical trainees or a secondment to HEE for other healthcare professionals.

There will be three main components to your role. Firstly the SuppoRTT project in which you will have the opportunity to determine both the scope and direction. Secondly, your own personal development as a leader, in this respect you **are** the project. The third component is the successful completion of a relevant one year postgraduate qualification.

You will develop your leadership skills by networking across the region and with other fellows throughout the country, engaging with Heads of School, other faculty and employers including Directors of Medical Education and Trust Champions for SuppoRTT.

As the successful applicant you will have access to a variety of personal development opportunities on blackboard (e.g. CV and interview training, Myers Briggs Type Indicator feedback, 360 appraisal, coaching and participation in an Action Learning Sets). There will be opportunities to be involved with the organisation and hosting of the Future Leaders conference at which you will be expected to present your work. You will also be supported and can apply for funding to undertake 1 year of a post graduate qualification.

### **Post duties and description**

The successful applicant will be expected to:

- Collaborate with senior educators, SuppoRTT administrative team and the Postgraduate Schools in HEE YH to determine the scope of the project
- Link with YH trainee forum
- Highlight where improvements could be applied and share best practice
- Work with Business managers re: Administration and business case development
- Develop professional relationships with Heads of School, Business Managers, Programme support staff and Senior HEE YH faculty
- Successfully lead and manage your project, apply recognised tools for improvement and measure the progress and outcomes of improvement work using objective methods.

- Provide regular updates on the progress of the project undertaken
- Ensure that learner and educator experience is central and can be demonstrated at the end of any project
- Demonstrate improved outcomes as a result of the work undertaken
- Organise and participate fully in peer learning with local and regional leadership fellows and with Improvement Academy Fellows
- Formally relate activity to the NHS Leadership Academy Healthcare Leadership Model and the published standards of the Faculty of Medical Leadership and Management (FMLM)
- Meet regularly with a named Educational Supervisor and with a named Leadership Supervisor to set and review progress towards personal goals.
- Produce a report of the year's activities, outcomes, and development. This may include reflections on responses in assessment tools, such as 360 feedback, and insights into personal development, gained from mentoring, supervision and coaching.

#### **Project:**

**The Aims of the SuppoRTT project are as follows- related to ensuring we are meeting the needs for trainees:**

- To evaluate the uptake and usefulness of the regional SuppoRTT programme such as feedback from trainees
- To understand, and publicise the learner experiences from each Speciality School/Trust
- To understand, and publicise the perspectives of non-beneficiaries of SuppoRTT and to make recommendations for improvements for these groups.
- To identify and promote areas of good practice, from Trust Champions of Supported return to training or SuppoRTT activity at quality meetings.
- To explore and apply strategic solutions to augment the delivery of supported return to training
- To ensure an effective return of investment i.e. trainees have benefited from the programme offered
- To identify and address any current gaps in the SuppoRTT programme
- To develop and promote "SuppoRTT activities for trainees and amongst trainers including representation at regional SuppoRTT conference and nationally

- To consider the needs of trainers with respect to SuppoRTT and make recommendations

## **Assessment**

This shall be mostly formative during the year with satisfactory attendance as a basic requirement plus:

- Completion of an end of fellowship report stating what has been achieved during the programme and what needs to be done moving forward
- Satisfactory completion of PG Certificate in Leadership or related subject.

## **Supervision**

Supervision will be provided on a basis by Dr Maya Naravi and Miss Claire Murphy.

The successful candidate's induction will include a pre start-date handover from existing future leaders (approximate date mid July 2023). SuppoRTT induction will be the Monday following the general future leadership induction with a focus on leadership competencies against the revised NHS Leadership Framework. Progress against both learning objectives and leadership competencies will be reviewed during the year with regular (3-monthly) appraisal. Opportunities will be sought to develop the trainee's own network of senior NHS contacts.