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| **Future Leaders Programme**  **Fellowship**  **Harrogate and District NHS Foundation trust** |

**Post reference: XXX**

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| **Harrogate & District NHS Foundation Trust**  **Lancaster Park Road**  **Harrogate**  **HG2 7SX**  **Hdft.medical.workforce@nhs.net**  **🕿 01423 555831** |

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**SECTION 1 Job Description – General Details**

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| **Title:** | Future Leaders Programme Fellowship |
| **Area Covered:** | Trust-wide |
| **Location:** | Harrogate & District Hospital, Harrogate |
| **Accountable to:** | Executive Medical Director |
| **Key Working Relationships:** | Deputy Director of Improvement and Transformation, Medical Directorate team, Education Centre Manager and team |

This is an exciting opportunity for medical and dental trainees, public health registrars, and qualified nurses, allied health professionals, pharmacists, and health care scientists working within Yorkshire to do a one-year Leadership Fellowship to help grow and develop their personal leadership skills.

The Future Leaders Programme enables the Leadership Fellows to:

* Enhance skills and competencies that are essential for future healthcare leaders, including those relevant to the domains defined in the Healthcare Leadership Model.
* Develop and deliver a specialty, management, or quality-improvement driven project that is relevant to the specific needs of the NHS.
* Undertake a one-year postgraduate qualification e.g. in leadership or medical education.
* Gain practical and academic experience in leadership from local and national experts in the field.
* Build a network of expert contacts with NHS management and clinical leaders.

The Leadership Fellows come from a wide variety of specialties and professions. Fellows take on live projects, one year in length, and are responsible for their design and development under the supervision of an experienced leader.

**SECTION 2 MAIN RESPONSIBILITIES**

**2.1** Design and conduct a one year Quality Improvement project within the HDFT QI programme of work

Take part in the HDFT leadership fellow training programme- mentoring, shadowing and leadership opportunities within in HDFT and with local healthcare partners in HARA (Harrogate and Rural Alliance)

Play an active part in the wider HEE Yorkshire and Humber CLP Fellowship programme

**2.2 Study & Training**

There is a Postgraduate Medical Centre and Trust Library are situated in the Strayside Wing.

Study Leave will be granted in accordance with paragraphs 250-254 of the Terms and Conditions of Service for Hospital Medical and Dental Staff, subject to local conditions as agreed with the Yorkshire and Humber Deanery.

**SECTION 3 General Information**

**3.1 Harrogate and District NHS Foundation Trust**

Harrogate and District NHS Foundation Trust (HDFT) was granted its licence as a Foundation Trust on 1st January 2005 and is the principal provider of hospital services to the population of Harrogate and Rural District and also to the residents of Ripon and Wetherby and surrounding area. This represents a catchment population of 183,000 that covers an area of 533 square miles with an annual budget of around £87m.

The 396 bed hospital has an Emergency Department, extensive out-patient facilities, Intensive Therapy Unit (ITU) and High Dependency Unit (HDU), Coronary Care Unit (CCU), plus five main theatres. There is also a 20 place day surgery unit with two further theatres. The Macmillan Dales Unit provides assessment and treatment, principally for the diagnosis and treatment of patients with cancer or dermatological conditions. Dedicated purpose built facilities are also provided on site for Radiology, Pharmacy, Pathology, Endoscopy and Therapy Services.

The organisation provides a full range of general acute secondary care hospital services as well as a range of community therapy and midwifery services through a Clinical Directorate structure. These include Planned Surgery, Orthopaedics, Anaesthetics, Cancer Services, Specialised Medicine, Emergency Care, Rehabilitation and Older People’s Services, Children’s Services, Pathology, Radiology, Pharmacy and Women’s Services.

Primary care, community services and mental health services are provided by North Yorkshire and York PCT (before PCT merger it was Craven, Harrogate and Rural District PCT). HDFT also acts as the first contact for access to more specialist services through alliance based working with neighbouring hospitals. Where possible, these extended services are provided through visiting consultants or alternatively by patients travelling to hospitals in York or Leeds.

The range of hospital services that are provided in partnership with York Hospitals Trust, include Breast & Cervical Screening, ENT (Ear, Nose and Throat), GUM (Genitourinary Medicine) / Sexual Health Services, Neurophysiology and Non Surgical Oncology.

In addition, HDFT has a number of established clinical links with Leeds Teaching Hospitals. These include Coronary Heart Disease, Neurology, Plastic Surgery, Specialist Paediatrics and access to specialist Cancer Services.

Links have also been strengthened with the former Leeds North East PCT, providing further services in Orthopaedics and General Surgery and an outpatient clinic for ENT services at Chapeltown Health Centre, Leeds.

As one of 52 foundation trusts, HDFT currently has over 13,000 Members. The diverse Board of Governors continue to be heavily involved in the work of the organisation. Member engagement and feedback activity remains of great benefit to the trust.

**3.2 Directorate structure**

Each Directorate is headed by a Clinical Director (usually a Consultant) who works with the Management team to undertake the day-to-day provision of services. Each Directorate comprises a number of services headed by an Operational Director. Operational Directors report to the Clinical Director of the CBU who in turn report to the Medical Director.

Directorate’s receive operational support from finance, human resources, planning and information representatives.

**3.3 Harrogate and District**

Harrogate is surrounded by the beautiful countryside of the Yorkshire Dales but the cities of Leeds and York are also conveniently close by. Knaresborough and Ripon are the market towns which surround Harrogate. Originally a spa town in the Victorian era, Harrogate is now famous for its shops and many festivals. It has also developed a new role as a national and international conference centre, but retains much of its older charm.

*Leisure/Recreation*

There are excellent facilities in the area for most sports and outdoor activities. Harrogate also has its own Turkish Baths and Health Spa, and for the enthusiastic spectator, Harrogate Rugby Union Football Club and Harrogate Town Football Club are located near to the hospital site.

Harrogate boasts excellent shopping facilities including department stores, boutiques and high street favourites.

The town is also a gold medal winner of Europe in Bloom and offers recreational facilities including parks, gardens and nature trails.

*Housing/Education*

There is a very good choice of housing in a variety of town and country settings. The range of state and public schools is wide, including a number of special schools, and standards are high. There are also universities in Leeds and York.

*Transport*

Harrogate is equidistant from London and Edinburgh and there are frequent connections by intercity rail links in addition to good motorway access. The Leeds/Bradford Airport for national and international connections is easily accessible.

**SECTION 4 General Conditions of Appointment**

4.1 This appointment shall be governed by the Terms and Conditions of Service for Hospital Medical and Dental Staff, as amended from time to time, and adhere to Trusts policies and procedures as appropriate.

4.2 The post is based on a whole time appointment, Position on the appropriate incremental scale is determined by previous experience in accordance with the Term and Conditions of Service.

4.3 This post is superannuable and you will be subject to the NHS Superannuation Scheme unless you chose to opt out. The current rate of contribution is 6%.

4.4 The appointment is conditional upon the following being received prior to the commencement of employment; full occupational health clearance, satisfactory references, evidence of professional registration, immigration status

4.5 The successful candidate will be expected to complete a medical questionnaire

and attend Occupational Health at HDFT for clearance of the form.

4.6 This post falls within the scope of the Rehabilitation of Offenders Act 1974 (Exceptions) (Amendment) (England and Wales) Order 2007 and Section 115 of the Police Act 1997. In accordance with these pieces of legislation the Trust is obliged to check the background of all candidates appointed to medical posts with the Criminal Records Bureau. If the position involves working with children, the Disclosure will indicate whether information is held on government department lists, held by the Department for Education and Skills and the Department of Health (DH), of those who are banned from working with children. The Disclosure also includes information held by the DH of those considered unsuitable to work with vulnerable adults.

4.7 The appointment is exempt from the Rehabilitation of Offenders Act 1974. This means that you must declare all criminal convictions, including those that would otherwise be considered ‘spent’. In the event of employment any failure to disclose such convictions could result in dismissal or disciplinary action by the Trust. Any information given will be completely confidential and will be considered in relation to an application for positions to which the Order applies.

4.8 All staff employed at the Trust should ensure they are familiar with, and apply, the agreed procedure for reporting concerns, quickly and confidentially, relating to the conduct, performance or health of colleagues.