



Health & Justice SAAS Clinical Network Chair

Applicant information pack

February 2022

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We value and promote diversity and are committed to equality of opportunity for all. We believe that the best boards are those that reflect the communities they serve.

We prioritise Equality, Diversity and Inclusion, team health and wellbeing and the principles of kind leadership in our 'ways of working'. All post holders will have a key role in nurturing this culture.

Appointment will be made on merit after a fair and open process so that the best people, from the widest possible pool of applicants, are appointed.

1. About us

NHS England and NHS Improvement are committed to creating and maintaining a fair and supportive working environment and culture, where contributions are fully recognized and valued by all and staff feel empowered to carry out their duties to the best of their abilities. As employers, we are committed to promoting and protecting the physical and mental health and well-being of all our staff. This underpins our values, as set out in the NHS Constitution, supports us to be an Employer of Choice and ultimately enables our employees to support the effective care of our patients.

The Health and Justice & SAAS teams within NHS England and NHS Improvement are responsible for the commissioning of specialised healthcare services for people in prisons, non-custodial services, immigration removal centers, secure children's facilities and Sexual Assault Services.

To effectively discharge our duties we need and value the input of the clinician's to help us form policy, make appropriate researched choices and make the right decision for our patient group and our staff through the following:

- To drive continuous quality improvement and achievement of excellent health outcomes.
- To assure quality patient care and parity of services with those outside the justice system (the 'Principle of Equivalence' with community care).
- To ensure Public and Patient Voice is integral at all levels.

2. The opportunity

Integrated care systems (ICSs) are partnerships of health and care organisations, local government and the voluntary sector. They exist to improve population health, tackle health inequalities, enhance productivity and help the NHS support broader social and economic development. They will take on statutory form following the implementation of proposed legislation from July 2022 and will comprise an Integrated Care Board (ICB) and Integrated Care Partnership. The Integrated Care Board will take on the CCGs' functions and broader strategic responsibility for overseeing healthcare strategies for the system.

This post offers a real opportunity to help influence national policy and practice and ensure the voice and views of people with clinical experience in the Sexual Assault and Abuse Services (SAAS) is at the heart of all of the health and justice work

Sexual Assault and Abuse programme and services need diverse, inclusive and compassionate leaders, who not only reflect the community they serve, and the staff employed but have the leadership style and breadth of perspective to make good collective decisions.

The role will ensure effective relationships with the SAAS clinical network members and between partners and stakeholders within and beyond NHS England and NHS Improvement. The post holder will link in with the Health and Justice Clinical Reference Group to be a proactive member representing SAAS services.

We are really interested in receiving applications from people with diverse backgrounds, skills and experience.

3. Role priorities and responsibilities

The role of the Health & Justice SAAS Clinical Network Chair is to provide leadership and expertise to Health & Justice SAAS commissioners and central policy team on all matters of clinical experience to enable it to fulfil its strategic purpose and to ensure it executes its responsibilities to the NHS England and NHS Improvement agenda.

The role will ensure effective relationships with the clinical network members and between partners and stakeholders within and beyond NHS England and NHS Improvement. The postholder will link in clinical

directors within NHS England and improvement and to be a proactive member to representing the SAAS agenda

Priorities

Specific responsibilities:

- To set up a SAAS clinical network to provide added support and objectivity to the SAAS team and its programmes of work and to assist in addressing health inequalities and improving clinical quality in all that we do
- To plan, implement, recruit and manage the SAAS clinical network
- Hold quarterly SAAS clinical network meetings
- Provide informal support and guidance to all network members, if required, and pro-actively address issues and concerns as they arise escalating via line manager, as necessary
- Provide representation on behalf of SAAS Clinical Network members, as and when required, including attendance as required, at the Health & Justice Clinical Reference Group
- Undertake regular reviews of activities and present written progress reports
- Present an annual review in the form of an Annual Report of activities for the Senior Management Team (SMT) and proactively plan ahead for the following year
- Cost out a financial plan and report to the finance committee annually concerning budget control and impacts
- To support National and Regional HJ SAAS priorities alongside the SAAS strategy

Other responsibilities include:

- Oversee the SAAS clinical response to on all corporate programmes of work, this will involve working with programme managers to ascertain relevant agenda items and areas of strategic importance for SAAS discussion.
- When necessary, join other programmes of work to provide support/facilitation ensuring contributions from all members to provide equity amongst stakeholders including patients/patient groups
- Attend as invitee to other meetings as deemed necessary by SMT, to inform on clinical experience on new and existing workstream set ups, financial planning
- Help identify met and unmet need and proactively propose improvements to current and new services to inform future commissioning arrangements
- To act in a professional business manner when representing NHS England in all aspects of the role, adhering to the confidential agreement policy
- Transparency and openness in all aspects of business
- Acknowledging personal and professional conflicts of interest and reporting these appropriately in all aspects of work, in line with NHS England and NHS Improvement policy and guidance

4. Role competencies

Personally, you will bring a range of professional and clinical expertise as well as community understanding and experience to the work of the health and justice teams. We are interested in your life experience and personal motivations that will add valuable personal insights, have experience of gender and women's issues, engaging with diverse social, economic and cultural groups and communities, experiences and challenges of younger people, especially those with lived experience of SAAS services

As SAAS Clinical Network Chair, you will demonstrate a range of leadership competencies outlined below.

To be considered, you must be able to demonstrate that you have the qualities, skills and experience in a similar role to meet all the essential criteria for this appointment

Essential Criteria

- Currently working or has clinical experience of working in sexual assault and abuse services
- Experience in participation of challenging complex meetings and ability to focus on an informed participative response
- The ability to facilitate consensus in recommendations around complex issues
- Highly developed interpersonal and communication skills
- Ability to grasp relevant issues and understand relationships between interested parties
- Ability to demonstrate working on multiple topics with several stakeholders
- Ability to influence multiple stakeholders to ensure better and inclusive outcomes
- High level of understanding and interest in healthcare issues, NHS England and NHS Improvement and the wider environment in which it operates
- Ability to demonstrate understanding of legal or relevant guidance of SAAS services
- Commitment to ensuring that the equality and diversity agenda has a high priority
- Strong commitment to maintaining a patient focus in the commissioning of health services
- A commitment to the principles of public life
- Common sense and diplomacy
- Ability to inspire colleagues
- Personal integrity and commitment to openness, inclusiveness and high standards

Desirable Criteria

- Experience of lead involvement on strategic forums at a national level
- Knowledge of domestic violence services

Strategy and transformation

- Setting the vision, strategy, and clear objectives for the SAAS Clinical Network
- Aligning partners in transforming the [Long Term Plan](#) and the [People Plan](#) into real progress.

Partnerships and communities

- Promoting dialogue and consensus key stakeholders, to ensure effective joint planning and delivery for system working and mutual accountability.
- Supporting the establishment of the SAAS Clinical Network, developing strong relationships between NHS England workstream leads and the work of the network.
- Supporting the success in establishing shared strategic priorities within the NHS, to tackle population health challenges and enhance services across health, custodial and community care.

Social justice and health equalities

- Advocating diversity, health equality and social justice to close the gap on health inequalities and achieve the service changes that are needed to improve population health.
- Ensuring the Network is responsive to people and communities and that public, patient and carer voices are embedded in all of the SAAS Clinical Network's plans and activities.
- Promoting the values of the [NHS Constitution](#) and modelling the behaviours embodied in [Our People Promise](#) and forthcoming Leadership Way to ensure a collaborative, inclusive and productive approach across the system.

Sustainable outcomes

- Oversight of purposeful arrangements for effective leadership of clinical and professional care throughout the work of the Network.
- Fostering a culture of research, innovation, learning and continuous improvement to support the delivery of high quality services for all.

Governance and assurance

- Collectively ensuring that the SAAS Clinical Network is compliant with its constitution and contractual obligations, holding other members of the Network to account through constructive, independent and respectful challenge.
- Maintaining oversight of the delivery of the Network work plans, ensuring expected outcomes are delivered in a timely manner through the proportionate management of risks.
- Ensuring that the SAAS Clinical Network operates to deliver its functions in line with all of its statutory duties, and that compliance with the expected standards of the regulatory bodies is maintained.

People and culture

- Supporting the development of network members to maximise their contribution.
- Providing visible leadership in developing a healthy and inclusive culture for the organisation, which promotes diversity, encourages and enables system working and which is reflected and modelled in their own and the network's behaviour and decision-making.
- Ensuring the network acts in accordance with the highest ethical standards of public service and that any conflicts are appropriately resolved.

5. Health & Justice SAAS Clinical Network Chair: person specification

Competency	Knowledge, Experience and Skills required
Setting strategy and delivering long-term transformation	<ul style="list-style-type: none"> • Knowledge of health, care, local government landscape and/ or the voluntary sector • A capacity to thrive in a complex and politically charged environment of change and uncertainty • Experience leading change at a senior level to bring together disparate stakeholder interests
Building trusted relationships with partners and communities	<ul style="list-style-type: none"> • An understanding of different sectors, groups, networks, and the needs of diverse populations • Exceptional communication skills and comfortable presenting in a variety of contexts • Highly developed interpersonal and influencing skills, able to lead in a creative environment which enables people to thrive and collaborate • Experience working collaboratively across agency and professional boundaries
Leading for Social Justice and health equality	<ul style="list-style-type: none"> • An awareness and appreciation of social justice and how it might apply within a health & justice context • Record of promoting equality, diversity, and inclusion in leadership roles • Life experience and personal motivation that will add valuable personal insights
Driving high quality, sustainable outcomes	<ul style="list-style-type: none"> • Problem solving skills and the ability to identify issues and areas of risk, leading stakeholders to effective resolutions and decisions
Providing robust governance and assurance	<ul style="list-style-type: none"> • An understanding of good corporate governance • Ability to remain neutral to provide independent and unbiased leadership with a high degree of personal integrity • Experience contributing effectively in complex professional meetings at a very senior level
Creating a compassionate and inclusive culture for our people	<ul style="list-style-type: none"> • Models respect and a compassionate and inclusive leadership style with a demonstrable commitment to equality, diversity and inclusion in respect of boards, patients and staff • Creates and lives the values of openness and transparency embodied by the principles-of-public-life and in Our People Promise

6. Eligibility

You will be able to demonstrate that you meet the requirements of the fit and proper person test and that you have no substantial conflicts of interests that would interfere with your ability to be independent and offer an impartial perspective.

Given the significant public profile and responsibility members of the clinical network hold, it is vital that those appointed inspire confidence of the public, patients, and NHS staff at all times. We will undertake several specific background checks to ensure that those we appoint are “fit and proper” people to hold these important roles. More information can be found on our [website](#).

Applications will be assessed on merit, as part of a fair and open process, from the widest possible pool of candidates. The information provided by applicants will be relied on to assess whether sufficient personal responsibility and competence have been demonstrated in previous/other roles, to satisfy the experience, skills and values being sought.

We value and promote diversity and are committed to equality of opportunity for all. We believe that the best networks are those that reflect the communities they serve.

- 50% of the working age population and 77% of the NHS workforce are women
- 14% of the working age population and 23% of the NHS workforce are from ethnic minorities
- 16% of working age population and 5% of the NHS workforce are disabled
- 2% of the population over 16 and 3% of the NHS workforce identify as LGBT
- 82% of working age adults and 79% of the NHS workforce are under 55¹

We want to increase the diversity of our NHS leadership and encourage applications from groups we know are all under-represented in these important roles. We prioritise Equality, Diversity and Inclusion, team health and wellbeing and the principles of kind leadership in our 'ways of working'. The successful applicants will have a key role in nurturing this culture.

7. Terms of appointment

Remuneration

- Remuneration as Health & Justice Clinical Network Chair will be £500 per 8-hour day for a minimum commitment of 2-4 days per month
- Remuneration is taxable, and subject to National Insurance contributions, both of which will be deducted at source under Employed for Tax Purposes (EFTP) before you are paid. Remuneration is not pensionable.
- Travel will be booked by the NHS England Health & Justice team administrator and you will be responsible to inform them if you use a disability card or a pension pass
- You may claim subsistence expenses in line with NHS England policy, and which are properly and necessarily incurred in carrying out your role and responsibilities. A copy of the policy and rates can be obtained from the NHS England Health & Justice team administrator.

Time commitment

Commitment of 2-4 days per month as noted above

Location

London or Leeds with other regions considered and with some home working and online meetings

Tenure of office

2 years

Accountability

- The SAAS Clinical Network Chair is directly accountable to the NHS England Health & Justice Corporate Office.
- All Chair members are required to comply with the [Nolan Principles of Public Life](#) and meet the [Fit and Proper Persons requirements](#).

8. Making an application

- Before making an application, we strongly recommend you have an informal and confidential discussion about the role of HJ SAAS Clinical network chair with Angelique Whitfield angelique.whitfield@nhs.net
- If you have any general queries, please contact martin lee martin.lee9@nhs.net

If you wish to be considered the role of Health & Justice clinical Network Chair, please email your CV and supporting statement to martin.lee9@nhs.net by **Friday 4th March at 23:59**.

To apply by email, you will need the following information available:

- A CV that includes your address and preferred contact details, highlighting and explaining any gaps in your employment history
- A supporting statement that highlights your skills and experience and allows insights on your values and motivations for applying for the role. You should outline your personal responsibility and achievement within previous roles that demonstrates you have the knowledge, skills and competencies to deliver this role, as outlined in the person specification
- The names, positions, organisations and contact details for two referees. Your referees should be individuals in a line management capacity (or senior stakeholders), and cover your most recent roles and employer, any regulated health or social care activity or where roles involved children or vulnerable adults. Your references will be taken prior to interview and may be shared with the selection panel
- Tell us about any dates when you will not be available for the selection process

Preliminary selection: information provided by applicants will be relied on to assess whether sufficient personal responsibility and competence have been demonstrated in previous/other roles, to satisfy the experience, skills and values outlined in the person specification. Long-listed applicants may be invited for a preliminary interview. Feedback from any preliminary assessment will be given to the selection panel who will agree the applicants invited to interview.

Shortlisting: the selection panel will use the information provided by the applicants and feedback from any preliminary assessment to agree applicants invited to interview. Assessment will be based on merit against the competencies experience, skills and values outlined in the person specification.

Interviews: applicants will be asked to make a 5 – 10 minute presentation to help the selection panel draw out the competencies, experience, skills and values outlined in the person specification. The formal interview will be 45 mins to an hour of open questions from the selection panel to showcase past experience and explore applicant's values, motivations, creativity and ability.

Appointment: Selection panels will be asked to identify appointable candidates based on merit against the competencies experience, skills and values outlined in the person specification.

Annex 1

The Seven Principles of Public Life

1. The Seven Principles of Public Life the Seven Principles of Public Life (also known as the Nolan Principles) apply to anyone who works as a public officeholder. This includes all those who are elected or appointed to public office, nationally and locally, and all people appointed to work in the Civil Service, local government, the police, courts and probation services, non-departmental public bodies (NDPBs), and in the health, education, social and care services. All public officeholders are both servants of the public and stewards of public resources. The principles also apply to all those in other sectors delivering public services.

1.1 Selflessness, Holders of public office should act solely in terms of the public interest.

1.2 Integrity, Holders of public office must avoid placing themselves under any obligation to people or organizations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

1.3 Objectivity, Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

1.4 Accountability, Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

1.5 Openness, Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

1.6 Honesty, Holders of public office should be truthful.

1.7 Leadership, Holders of public office should exhibit these principles in their own behavior and treat others with respect. They should actively promote and robustly support the principles and challenge poor behavior wherever it occurs.