

## Job Description

Job Title	Grade/Salary
Director: Clinical Development	Up to £60,000
Accountable to	Responsible for
Chief Executive Officer	N/A

### Job Purpose and Role

Responsible for leading the development, growth and expansion of Teesside Hospice clinical services and new initiatives into the local community, engaging partners where appropriate to collaborate on models of delivery.

### Main Duties and key result areas

General duties	<ul style="list-style-type: none"> <li>Working with the CEO and Director of Nursing and Quality to lead the expansion of Teesside Hospice clinical services and develop new initiatives aligned with the hospice's strategic plan, via: <ul style="list-style-type: none"> <li>assessing the feasibility and options for offering current hospice-based services within the community; develop these into deliverables and implement.</li> <li>scoping, developing and implementing plans (including funding options) to develop a virtual ward for palliative and end of life care across Teesside.</li> <li>assess the feasibility of expanding the hospice's services to include an offer for frailty and/or dementia.</li> <li>build on the existing commercial initiatives, which expand the current emotional support and wellbeing offers to employers, to generate income for the hospice.</li> <li>take an entrepreneurial approach to any opportunities that arise for the development of funded clinical services.</li> </ul> </li> <li>Engage and collaborate with other hospice departments and external partners to ensure maximum efficiency, effectiveness and impact of any services developed</li> <li>Ensure all developments are co-designed.</li> <li>Deliver agreed goals, objectives and targets.</li> </ul>
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- Complete reports and updates on progress as required.
- To work with the Trustees and Senior Management Team in delivering corporate objectives.
- To represent the hospice at regional and national levels, developing partnerships, sharing best practice and integrating this knowledge within the organisation.
- To take responsibility for managing own workload and personal development.
- To undertake any other appropriate duties with the competence level and general level of responsibility of the post as required by the CEO.
- From time to time there may be a requirement to work outside normal working hours.
- To always behave in a professional manner, following all policies and procedures, reflecting and maintaining the values and ethos of Teesside Hospice and generating a positive image of the organisation.

### Delivering to our Values

#### Accountable

- Able to justify actions or decisions
- Takes personal responsibility for their actions
- Able to describe the impact of their work in a way others understand
- Welcomes feedback as an opportunity to grow and develop

#### Trustworthy

- Working collaboratively with beneficiaries, colleagues, partners and supporters
- Being authentic and transparent
- Trusted to respond to needs and deliver what is expected of us
- Projecting a professional image that engenders trust

#### Principled

- To adhere to professional and clinical standards
- Maintain appropriate boundaries and relationships which are built on trust and honesty
- Avoid and speak out against any actions, or behaviours, that conflict with our values or could cause harm to any stakeholders
- Demonstrate strong moral principles which embody Teesside Hospice's vision and bring our values to life
- Do the right thing even in difficult situations, and always endeavour to work effectively and efficiently to maximise results and service

#### Skilled

- Having and showing the knowledge, ability or training to work well
  - Seeking opportunities to learn from a wide range of sources
  - Contributing to the provision of excellent, safe and effective care no matter what your role is in the organisation
- Ensuring that the treatment, support and services we offer are effective

#### Compassionate

- *Feeling or showing kindness and concern for others*
- *Able to empathise with people who dealing with a terminal illness*
- *Being kind in use of language and behaviour*
- *Caring for others who need our support and help*

**All employees are expected to:**

- Live the Hospice's values so that the highest standards of patient and customer care can be achieved.
- Be committed to diversity and inclusion of all, promote and improve service standards, so that excellence in all that we do is perused through continuous improvement.
- Contribute to development of and strive to meet departmental, team and individual targets
- Participate in the staff appraisal and development scheme, one to one performance discussions and attend identified training to ensure continuous learning and improvement
- Comply fully with the Code of Conduct, health and safety requirements, legislation, regulations, policies and procedures
- Attend meetings or provide services outside of the usual working hours where reasonably requested to do so
- Have an overall understanding of the risks and implications associated with the requirements of the role and takes appropriate action to mitigate any potential consequences.
- Embrace digital ways of working to help improve efficiency and save costs to the Charity.
- Respect privacy and dignity at all times.

The duties outlined in within this document are not exhaustive and other duties may be expected in line with the level of the role at the discretion of the Head of Service. Teesside Hospice reserves the right to amend the job description at any time.

I have read and understand the duties required for the role.

**Signed** ..... **Date** .....

**Print name** .....

## Person Specification

Attribute	Detail	Essential or Desirable
<b>Skills &amp; Abilities</b>	Ability to devise and implement strategic development plans	<b>E</b>
	Ability to communicate convincingly and effectively to internal and external stakeholders and partners, using influencing and negotiation skills where necessary, and appropriate media	<b>E</b>
	Ability to use data/research to inform the development of services	<b>E</b>
	Ability to use Microsoft office and other software packages	<b>E</b>
<b>Knowledge &amp; Experience</b>	Knowledge of how to develop and manage a budget, and delivering outcomes to agreed targets	<b>E</b>
	Sound knowledge of the national agendas for health and/or social care, including commissioning	<b>E</b>
	Understand the potential of digitization and AI in the delivery of remote care	<b>E</b>
	Significant experience in commissioning and/or development of health and/or social care services	<b>E</b>
	Demonstrable experience of maximizing the benefits of a multidisciplinary team	<b>E</b>
	Minimum 3 years experience of operating as a Senior Manager, including service development and project management	<b>E</b>
	Understanding of the principles of Clinical governance	<b>E</b>
	Experience of innovation resulting in improvement, or development of services	<b>E</b>
	Experience of working with stakeholders to develop and implement high performing services	<b>E</b>
	Experience of writing business proposals to develop new services	<b>E</b>
	Knowledge of relevant legislation, best practice and guidance relating to health and/or social care services	<b>E</b>
	Experience of working with Trustees, or a Board	<b>D</b>
	Experience in a Hospice or other Specialist Palliative Care setting	<b>D</b>
	Experience of working in a regulated environment	<b>D</b>
	Sound knowledge of the local palliative care agenda	<b>D</b>
<b>Education &amp; Qualifications</b>	Qualified to degree level in a health-related subject, or over 5 years demonstrable competence	<b>E</b>
	Management qualification	<b>D</b>
	Cancer or Palliative Care related post registration qualification e.g. Certificate in Palliative Care	<b>D</b>

<b>Personal Attributes/ Key skills</b>	Self motivated and resilient in the face of setbacks	<b>E</b>
	Ability to engage and inspire others to support a vision, or goal	<b>E</b>
	A solution-focussed and creative approach to work	<b>E</b>
<b>Other</b>	Ability to travel independently throughout the geography covered	<b>E</b>