

Brief Job Description

Job Title	John Burdett Fellowship RN/RM Professional Fellow
Manager	Liz Fenton, Clinical Nurse Advisor
Name and location of organisation	Health Education England (Offices in London, Leeds and Birmingham – addresses below)
Description of organisation	<p>The John Burdett Fellowship provides a unique opportunity for a Registered nurse or Midwife to develop their professional and leadership skills and knowledge within HEE. This fellowship has been established to celebrate the life of John Burdett who was the first Non-Executive Director appointed to HEE – John Burdett was a real champion for nurses and the nursing agenda and we wish to continue his influence through this fellowship.</p> <p>HEE provides leadership for the education and training system. It ensures that the shape and skills of the future health and public health workforce evolve to sustain high quality outcomes for patients in the face of demographic and technological change. HEE ensures that the workforce has the right skills, behaviors and training, and is available in the right numbers, to support the delivery of excellent healthcare and drive improvements through supporting healthcare providers and clinicians to take greater responsibility for planning and commissioning education and training.</p> <p>Our ambition is to be the best organisation of our type in the world by living our values every day.</p> <p>Our Core Values are that everyone feels valued and respected and are included and involved in everything that affects them; are trusted to make decisions with clear reasons in order to be empowered to deliver; are committed to clear, effective communication, which is transparent and open when sharing information; takes pride and has integrity in everything we do and recognises that everyone has a significant contribution whilst taking personal responsibility and accountability for actions and behaviours.</p>
Duration of post	12 months from date of appointment
Details of post	<p>The John Burdett Fellow will be exposed to high level interaction and decision-making within HEE and develop an understanding of healthcare policy, education and training reform, leadership, management and delivery. They will gain an understanding of the delivery and formulation of professional education and training end to end.</p> <p>The Fellow will have the opportunity to work with and be mentored by a range of senior staff including the Director of Nursing for HEE with the opportunity to work closely with the HEE national and regional teams.</p>

	<p>The John Burdett Fellow will receive training and profession led mentoring coupled with opportunities to work across all of HEE as well as the opportunity to gain experience and expand leadership skills.</p> <p>The post-holder will form part of a larger annual Fellowship intake into HEE spanning both medical and non-medical professions.</p> <p>The post holder will:</p> <ul style="list-style-type: none"> • Gain knowledge of existing Nursing and Midwifery work programmes across Health and England incl. Shape of Caring. • Contribute to the programmes of work taking the lead on agreed subjects • Explore the opportunities for international partnerships to share best practice and raise the profile of nursing and care in England • Develop the understanding of Clinical Academic Careers including the development of a spiral curriculum • Contribute to and gain knowledge of nursing and care workforce supply and planning; • Contribute to work programme to consistently described Advanced Practice across non-medical professions. <p>Undertake other duties as directed.</p>
Salary	For those on Agenda for Change, salary band and reimbursement will be commensurate with the existing service pay grade plus one point.
Hours	37.5 hours per week
Contractual	By secondment from NHS Trust or University department, or current employers (on existing terms and conditions).

Eligibility Criteria

Essential Criteria	When Evaluated
<p style="text-align: center;">Qualifications</p> <p>Applicants must have:</p> <p>BSc/BA or equivalent</p>	Application
<p style="text-align: center;">Eligibility</p> <p>Applicants must:</p> <ul style="list-style-type: none"> • Current registration with NMC • 1 or more years' experience post registration experience in any sector of practice • be eligible to work in the UK or participate in this scheme according to visa requirements 	Application
<p style="text-align: center;">Fitness to Practice</p> <p>Applicants will be:</p> <ul style="list-style-type: none"> • up to date, fit to practise safely and aware of own training needs 	Application References
<p style="text-align: center;">Language Skills</p> <p>Applicants will have:</p> <ul style="list-style-type: none"> • demonstrable skills in written and spoken English, adequate to enable effective communication • good communication skills 	Application Interview
<p style="text-align: center;">Career Progression</p> <p>Applicants must:</p> <ul style="list-style-type: none"> • be able to provide complete details of their employment history 	Application Interview

Essential criteria	Desirable criteria	When evaluated
Qualifications		
(as above)	Evidence of CPD,	Application Interview
Academic / Professional		
As above		Application Interview
Quality/Service Improvement/Audit		
<ul style="list-style-type: none"> • Good knowledge of the English health and care system including education, research, service provision, regulation, career structures, medical politics and ethical issues • Demonstrates understanding of the basic principles of audit, clinical risk management, evidence-based practice, patient safety, and clinical quality improvement initiatives • Interest in/knowledge of the delivery of safe effective healthcare services 	<ul style="list-style-type: none"> • Evidence of publications/presentations/prizes in quality improvement • Experience of using quality improvement tools to deliver improvement • Clear insight into issues facing English health and care services • Understanding of population health • Evidence of involvement in audit, formal research or other activity which: <ul style="list-style-type: none"> • focuses on patient safety and clinical improvement • exhibits innovation in challenging situations 	Application Interview References
Leadership and management		
<ul style="list-style-type: none"> • Evidence of involvement in management commensurate with experience • Demonstrates an understanding of NHS management and resources • Evidence of effective team working and feedback or other workplace based assessments • Interest in/knowledge of the importance of leadership and management for clinicians 	<ul style="list-style-type: none"> • Evidence of achievement outside of your particular sector • Evidence of effective leadership • Evidence of organisational skills 	Application Interview References

Skills		
<ul style="list-style-type: none"> • Quick to understand new information and adapt to new environment • Demonstrates basic computer literacy, including electronic communication • Communication skills: <ul style="list-style-type: none"> ➢ demonstrates clarity in written/spoken communication ➢ capacity to adapt language to the situation, as appropriate ➢ able to build rapport, listen, persuade and negotiate. • Problem solving and decision making: <ul style="list-style-type: none"> ➢ capacity to use logical/lateral thinking to solve problems/make decisions, indicating an analytical/scientific approach • Managing others and team involvement: <ul style="list-style-type: none"> ➢ able to work in multi-professional teams ➢ ability to show leadership, make decisions, organise and motivate other team members; through, for example, quality improvement and audit projects • Organisation and planning: <ul style="list-style-type: none"> ➢ capacity to manage/prioritise time and information effectively ➢ evidence of thoroughness (is well prepared, shows self-discipline/commitment, is punctual and meets deadlines) ➢ capability to work with long time scales for delivery within agencies with differing priorities • Coping with pressure and managing uncertainty: <ul style="list-style-type: none"> ➢ capacity to operate under pressure demonstrates initiative and resilience to cope with changing circumstances 	<ul style="list-style-type: none"> • Writing experience: <ul style="list-style-type: none"> ➢ clinical and/or non-clinical topics ➢ peer reviewed publications and/or other communication medium (eg blog, letters etc) • Experience of presenting complex information • Leadership skills gained within the NHS or elsewhere • Demonstrates information technology skills 	Application Interview References
Personal		
<ul style="list-style-type: none"> • Shows initiative/drive/enthusiasm (self-starter, motivated, shows curiosity, initiative) • Commitment to personal and professional development 		Application Interview References

Probity – professional integrity	
<ul style="list-style-type: none">• Demonstrates probity (displays honesty, integrity, aware of ethical dilemmas, respects confidentiality)• Capacity to take responsibility for own actions	Application Interview References