

# YOUR FUTURE STARTS HERE

**NHS**  
The Newcastle upon Tyne Hospitals  
NHS Foundation Trust



## Recruitment Information Pack

Non-Executive Director

February 2019

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## Section A

### Introduction from Professor Sir John Burn, Chairman

The Newcastle upon Tyne Hospitals NHS Foundation Trust is a hugely successful organisation, with highly skilled staff, dedicated to providing the best possible care for the people of the North East and beyond. As one of the largest and highest performing NHS Foundation Trusts in the country, we are continuously seeking to improve our services including having among the highest number of specialist services of any Trust in the UK. We are, of course, proud to have been acknowledged in 2016 as 'Outstanding' by the Care Quality Commission.

Operating across multiple locations (Freeman Hospital, Royal Victoria Infirmary, Campus for Ageing and Vitality and Centre for Life) and a number of community sites, our services are rated amongst the best in the country according to the Care Quality Commission (CQC) Inpatient Survey 2017; in the most recent NHS Friends and Family Test around 98% of our in-patients would recommend our services, and 96% of our staff recommends the patient care provided.

We form a key part of one of Europe's leading centres for research and innovation with formal management relationships with both Newcastle University and the University of Northumbria in Newcastle and a high profile with the National Institute of Health Research. A core member of the North East and North Cumbria Academic Health Science Network (NENC AHSN) and Northern Health Science Alliance (NHSA), we continue to attract major awards and commercial opportunities to the North East.

We are an active member of the Shelford Group of specialist teaching hospitals and look forward to playing a leading role in current efforts to improve quality through closer collaboration with local and regional partners in delivery of health and social care.

We put patients at the heart of everything we do.

I am therefore delighted to confirm that we are now seeking to appoint an inspirational Non-Executive Director; who will contribute to and build upon the Trust's success and strengthen the pursuit of its vision. We put patients at the heart of everything we do.

Please review the information from this recruitment pack. If you believe you are the person we seek, we look forward to receiving your application.

Kind Regards



Professor Sir John Burn

**Chairman, Newcastle upon Tyne Hospitals NHS Foundation Trust**

## Section B

### Overview

The Trust employs c 14,000 staff, with a gross turnover of in excess of £1 billion per annum, and operates on two major hospital sites – Freeman Hospital and the Royal Victoria Infirmary, as well as delivering Out of Hospital/Community Health Services to the city's residents.

The Newcastle upon Tyne Hospitals NHS Trust was licensed as a Foundation Trust on 1st June 2006, and this provides a robust framework and the freedom to run its own affairs at a local level. Although the Trust must comply with national standards in delivering healthcare, it can determine and influence how this is done by developing new ways of working tailored to meet the local needs and priorities.

The Trust is classified as a teaching hospital because of its close association with Newcastle University's Medical School. It also has a high nationally acknowledged research and development profile and capability and continues to challenge and inform patient treatment and care. A number of our Directorates are designated Academic Clinical Directorates which build on our clinical research and development track record and support our academic and teaching portfolio.

Our hospitals have around 2,170 beds and we manage over 1.67 million patient 'contacts' every year including more than 201,300 A and E attendances, 1,260,900 outpatient attendances and approximately 6,400 deliveries. We provide innovative high quality healthcare. The Trust is a large, technically complex and diverse organisation and to ensure the delivery of a high quality and safe service to all, robust performance management systems are in place. Working closely with clinical and support services, the Trust ensures effective monitoring and review of quality, business and financial issues.

We have a strong history of joint working which has led to a number of strategic partnerships across health and social care, with many of these relationships translating into integrated and multiagency pathways of care for patients.

We are an active member of the Shelford Group, a network of specialist teaching hospitals which undertakes comparative work and addresses issues of common interest.

The Trust is regulated by NHS Improvement; the Care Quality Commission determines the quality and standards of care.

Find out more about 'Your Future Starts Here' at <https://careers.nuth.nhs.uk> or search NUTH Careers.

## Section C

### About the Trust

In-patient clinical services are based on two sites - the Royal Victoria Infirmary and the Freeman Hospital. The Royal Victoria Infirmary site is the acute admitting site with the Great North Trauma and Emergency Centre together with acute medical services, maternity services and the Great North Children's Hospital. The Freeman site is of a more elective nature with surgical services, cardiothoracic services, transplantation, and the Northern Centre for Cancer Care (NCCC).

#### Royal Victoria Infirmary

The Royal Victoria Infirmary's city centre site is shared by the Medical and Dental Schools and is adjacent to the Newcastle University campus.

*Pictured: New Victoria Wing Main Entrance and Great North Childrens Hospital, Royal Victoria Infirmary*



Directorate	Service
Cancer Services and Clinical Haematology	Haemophilia Centre Haemostasis and Thrombosis
Cardiothoracic Services	Cardiology
Children's Services	A full range of secondary and tertiary paediatric medicine and surgery, including one of two national paediatric immunodeficiency units.
Dental	Dental Hospital Maxillo-Facial Surgery
EPOD	Burns Ophthalmology Plastic and Reconstructive Surgery Dermatology
Integrated Laboratory Medicine	Biochemistry, Cellular Pathology Health Protection Agency
Medicine and Older People's Medicine	Accident and Emergency/Trauma Centre (Great North Trauma and Emergency Centre) Acute Medicine Endocrinology, Gastroenterology Infectious Disease and Tropical Medicine Immunology Medical Admissions Unit Poisoning and Therapeutics Respiratory Medicine Falls and Syncope Stroke Medicine Older People's Medicine

Directorate	Service
Musculoskeletal	Orthopaedic Trauma Spinal Surgery Paediatric Orthopaedic Surgery
Neurosciences	Neurology Neuro-radiology Neurosurgery Neurophysiology
Out of Hospital/Community Services	Integrated Sexual Health District Nursing Health Visitors School Nursing Community Matrons TB Tracing Chronic Disease Monitoring Community Response & Rehabilitation Team Interface Team Home Re-ablement Consultant Led Continuing Care Beds (Intermediate Care) Nurse Practitioners Sexual Health Services Walk-in Centres
Peri-Operative RVI	Chronic Pain Critical Care Home Ventilation Theatres and Anaesthesia
Radiology	Emergency including trauma MSK, Children, Breast, Upper GI, Lower GI, Cancer, Endocrine
Surgery	Breast Colorectal Endocrine Upper GI
Women's Services	Gynaecology, Fetal Medicine, Obstetrics, Neonatology, Sexual Health Services

### Freeman Hospital

The Freeman Hospital is to the east of the City Centre, with buildings predominately dating from the 1980s. The Northern Centre for Cancer Care opened in 2009 and the new Institute of Transplantation opened at the end of 2011.

*Pictured: Northern Centre for Cancer Care, Freeman Hospital*



Directorate	Service
Cancer Services and Clinical Haematology	Medical Oncology Northern Centre for Cancer Care Radiotherapy Haematology and Adult Bone Marrow Transplantation
Cardiothoracic Services	Adult Cardiac Surgery Adult Cardiology Cardiothoracic Critical Care: Adult and Paediatric Heart and Lung Transplantation

Directorate	Service
	Paediatric Cardiology, Cardiac Surgery, Transplantation and ECMO Thoracic Surgery Respiratory Medicine
EPOD	Head and Neck Surgery Rhinology Otology Face Plastics Implants Laryngology
Integrated Laboratory Medicine	Microbiology Blood Sciences
Medicine and Older People's Medicine	Gastroenterology Hepatology Older People's Medicine
Musculoskeletal	Elective Orthopaedic Surgery Rheumatology Sarcoma Service
Peri-Operative-FH	Anaesthesia Critical Care Operating Theatres
Radiology	GU, Cancer, MSK, Lower GI, HPB, ENT, Cardiothoracic
Renal	Nephrology Urology
Surgery	Colorectal Hepatobiliary Transplantation - Renal, Liver, Pancreas Vascular

### Institute of Transplantation

This new, purpose-built facility brings together all aspects of transplantation under one roof. Designed with the 'patient journey' in mind from start to finish, seamless and high quality care is provided at all points of contact. This means that wherever possible patients are offered a 'one stop shop' approach so that they can access all the services they need in one location.

*Pictured: Institute of Transplantation, Freeman Hospital*



It houses an impressive range of ultramodern facilities and technology including:

- 4 'oversized' high technology theatres allowing for more than one transplant operation to take place at any one time.
- 22 bedded intensive care and high dependency facility designed to the very best of international specifications.
- 30 bedded inpatient ward including 14 single en- suite rooms.
- Outpatient facilities and a state-of-the-art screening and imaging suite.
- Research and development centre with associated lecture theatre and education facilities enabling live links to transplant surgery.

All intensive care and high dependency patients at the Freeman Hospital are now housed in the Institute, and heart and lung transplant patients are seen there in the Outpatient Suite.

Transplant TV is an online TV channel for medical professionals, patients, their families and carers. It hosts films on a range of topics to share scientific and medical information, and stories about transplantation. Based at the Freeman Hospital's Institute of Transplantation, the channel is run in partnership between Newcastle Hospitals, Newcastle University and Ten Alps multimedia.

#### [International Centre for Life](#)

The Northern Genetics Service and Newcastle Fertility Centre are based at the International Centre for Life along with Newcastle University's Institute of Human Genetics. Opened in 2000 it has brought together clinicians, scientists, industry and members of the public onto one site.

The site includes the Regional Genetics Service and Reproductive Medicine.



#### [Faculty of Medical Sciences, Newcastle University](#)

The Faculty, one of three in the University, includes Biosciences, Dentistry, Medical Sciences Education Development and Psychology, in addition to the traditional medical disciplines.

It has focused its core research activity at the basic science/clinical interface into seven Research Institutes that contain internationally strong research in ageing, genetics, cancer, health and society, biosciences, cellular medicine and neurosciences.

The Faculty has an excellent record in teaching, with Medicine coming top and 5 of the other 8 subject areas in its provision achieving higher than 90% satisfaction in the National Student Survey.

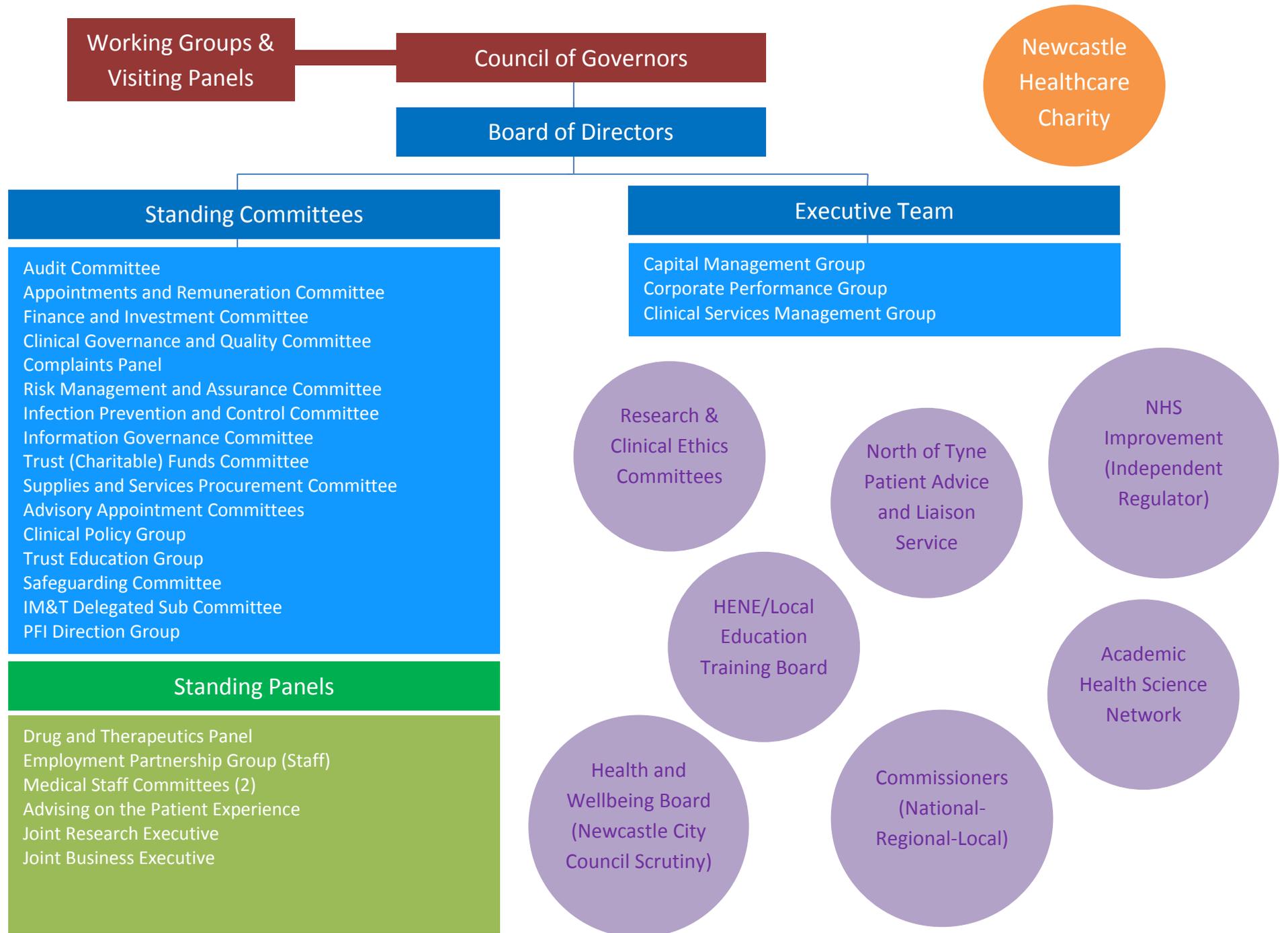
Undergraduate teaching is organised in four 'streams' – medicine, dentistry, psychology and biosciences, with a total undergraduate population of over 3000. Dentistry, Psychology and Bioscience degrees are administered by the Schools of Dental Sciences, Psychology and Biomedical Sciences respectively, while the undergraduate medical programme is administered at Faculty level.

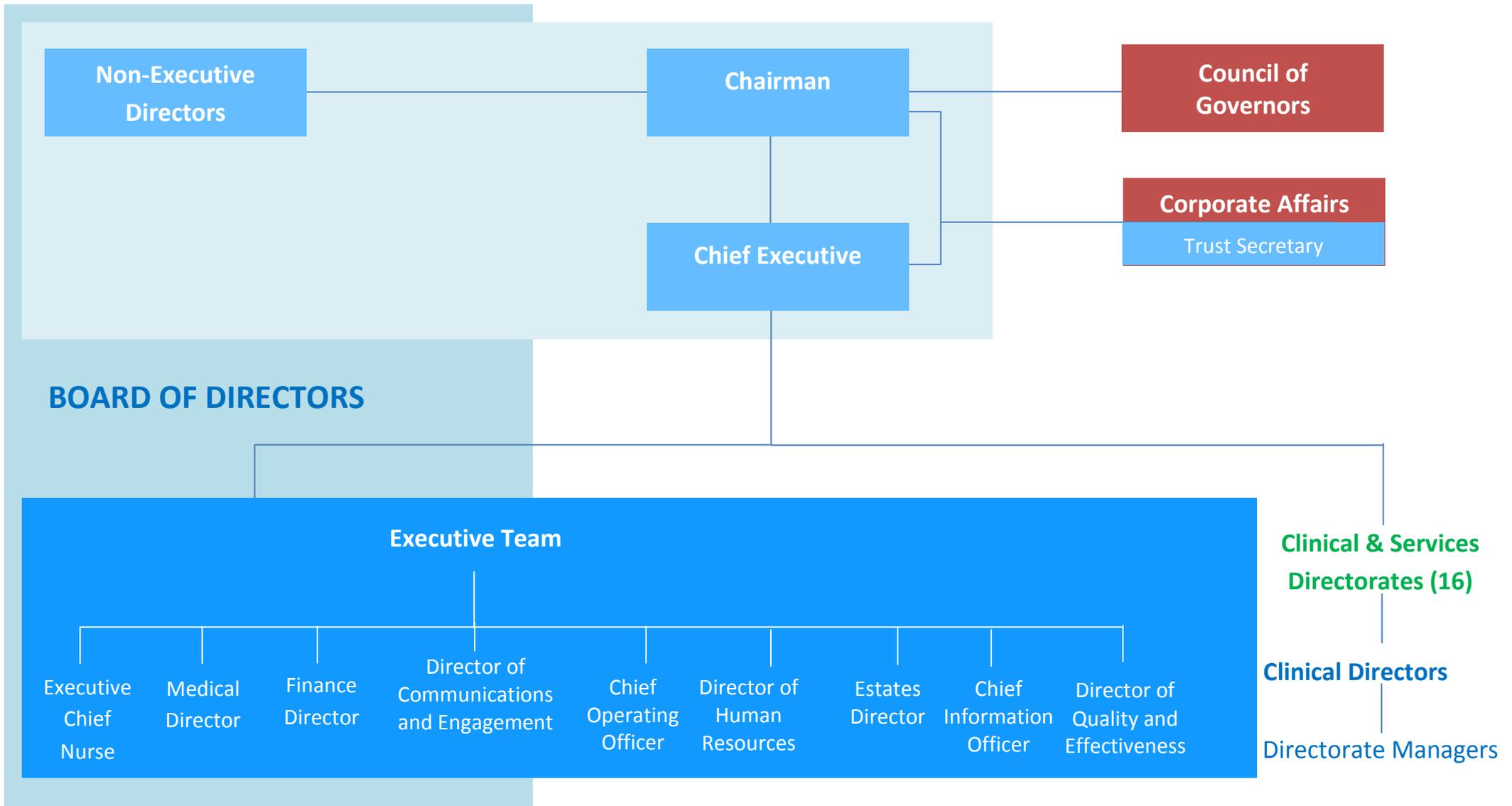
The Graduate School currently has over 800 postgraduate students registered for both taught and research degrees.

The Faculty has benefited from a significant period of capital refurbishment, funded largely through the Science Research Infrastructure Fund (SRIF) and University investment. In addition, successful bids to Wellcome, the Department of Health and the former One North East (the Regional Development Agency) have resulted in strategic capital developments at the Campus for Ageing and Vitality.

The Faculty is also a key player in the development of Newcastle Science City. The Newcastle Science City initiative (<http://www.newcastlesciencecentral.com>) aims to establish North East England as one of the world's premier locations for the integration of science, business and economic development, and to break down barriers between science and the wider regional community for the benefit of all.

The project targets commercialisation of research in four key areas: Stem Cells and Regenerative Medicine; Ageing and Health; Molecular Engineering; and Energy and the Environment.





# PROFESSIONAL & LEADERSHIP BEHAVIOURS

## CORE BEHAVIOURS EXPECTED OF ALL STAFF

To put patients at the heart of everything we do.

### ENABLING OUR VISION

Shows commitment to service and delivering the Trust vision and goals for the highest quality, safe patient care. Supports integrated patient care. Shares information, resources and skills to support effective organisational performance.

### DEMONSTRATING OUR VALUES

Puts patients at the heart of activity, listening and responding to their needs compassionately and demonstrating respect for their opinions and wishes. Communicates clearly and concisely using language that is readily understood. Behaves and uses language which demonstrates respect and courtesy for others. Achieves high personal and professional standards. 'Speaks up' to ensure patients and colleagues are safe from harm.

### COMMITMENT TO SERVICE DELIVERY

Seeks, listens to and acts on feedback. Works as part of a team, supports the achievement of team goals, co-operates and communicates with colleagues. Shows an appreciation for others – their skills and knowledge, their attributes and differences. Recognises and understands organisational changes, helps to make improvements happen and shares good practice. Makes a positive contribution to the Trust and demonstrates flexibility and resilience. Accepts responsibility for own health and wellbeing to perform the role.

### ACHIEVE RESULTS FOR PATIENT CARE

Does what is required from the role, including

- Meeting targets
- Following procedures
- Working within standards
- Providing the required level and quality of service
- Maintaining records
- Contributing fully to all work situations

Gets the facts right – ensures information is clear and correct. Supports colleagues to ensure wider organisational objectives are met and outcomes are achieved resourcefully.

## FIRST LEVEL LEADERS

### CREATING AND IMPLEMENTING OUR VISION

Creates and communicates a clear direction for the team to provide or support provision of the highest quality, safe care for patients.

Is specific about what needs to be achieved and how it should be done.

Gains buy-in of team and motivates team to deliver.

Ensures resources are deployed correctly and efficiently to deliver goals.

### INFLUENCING TO ACHIEVE RESULTS

Interprets data accurately and shares it in a timely fashion.

Develops skills and knowledge in self and others.

Uses knowledge, skills and experience to provide insights and guidance.

Looks for options and alternatives, creating opportunities to explore possibilities.

### ADAPTABILITY TO MEET SERVICE NEEDS (CHANGE FACILITATORS)

Identifies and communicates areas for improvements.

Takes ownership for change messages, communicating them positively and authentically to others.

Models a positive, can-do approach.

Structures the team and resources in the most effective and efficient way.

Tackles negative attitudes and behaviours, and creates a working environment which enables staff to raise issues and concerns openly, with a view to learning and improving practice.

Effectively handles conflict situations, supporting a positive and constructive resolution.

### FOLLOWING THROUGH TO ACHIEVE RESULTS

Communicates and maintains professional and technical standards.

Ensures activities are completed and delivers on requirements and timescales.

Takes personal accountability to make decisions and overcome barriers.

Ensures personal and team compliance including quality, health and safety standards.

## LEADING THROUGH OTHERS (INCLUDING LEADERS)

### CREATING AND IMPLEMENTING OUR VISION

Brings the strategic goals and objectives of the highest quality, safe care to life, making them relevant and clear to the department.

Creates and communicates a clear direction for the department.

Acts as a catalyst to the creative thinking of others, supporting them to generate ideas and solutions.

Can see the bigger picture and keeps up-to-date with external and internal changes.

Builds and maintains a professional network across the Trust.

Identifies any gaps in departmental knowledge and skills and takes action to address these.

### INFLUENCING TO ACHIEVE RESULTS

Challenges ideas and ways of thinking.

Leads through clear and motivating messages.

Deals with challenge effectively, making tough or unpopular decisions where needed.

Makes decisions and takes accountability, explaining rationale.

Empowers and enables first level leaders to have the confidence and skills to manage teams effectively, via coaching and mentoring.

### ADAPTABILITY TO MEET SERVICE NEEDS (CHANGE FACILITATORS)

Identifies areas for change and improvement and implements activities to make change happen.

Takes ownership for change messages, supporting first level leaders to implement and embed change.

Structures departments and allocates resources in the most effective and efficient way.

### FOLLOWING THROUGH TO ACHIEVE RESULTS

Maintains an overview of departmental goals, objectives and outcomes, achieving these through the empowerment and support of first level leaders.

Delivers objectives and goals that have a wider service impact.

Following achievement of objectives and outcomes, anticipates and implements actions to ensure the maintenance of high standards.

## SERVICE & CORPORATE LEADERS

### CREATING AND IMPLEMENTING OUR VISION

Looks to the longer term, seeking to achieve improved services with enduring benefits for the highest quality, safe care for patients.

Develops and communicates long term strategies that reflect current and future best practice and align to the values of the Trust.

Creates the structures and framework needed to deliver our vision of seamless patient care.

Builds and maintains a wide professional network inside and outside of the Trust.

Benchmarks performance against other organisations to identify opportunities for improvement and innovation.

Analyses and evaluates management information and uses this to inform approach.

### INFLUENCING TO ACHIEVE RESULTS

Leads with empowerment rather than control, operating authentically and ethically.

A broad model of communications – demonstrates a two-way dialogue with staff.

Questions business as usual by being open to new ideas, challenging others to adopt new ways of thinking.

Ensures the Trust's values are demonstrated and promoted.

Holds others to account for what they have agreed to deliver, creating a collaborative climate to support openness, learning and accountability rather than blame.

Creates a solutions focused culture that encourages professional knowledge to be captured and shared between departments and teams.

Challenges inappropriate and unethical behaviour and attitudes.

### ADAPTABILITY TO MEET SERVICE NEEDS (CHANGE FACILITATORS)

Remains alert to external opportunities and changes and uses this knowledge to inform strategic approach.

Ensures at a strategic level the correct resources and structures are in place to implement and embed change.

Works collaboratively to evaluate current processes and ways of operating.

Improves organisational performance by driving continuous improvement of processes.

Demonstrates resilience and uses any failures as learning to improve future approaches.

### FOLLOWING THROUGH TO ACHIEVE RESULTS

Drives a high performance culture, supporting and enabling achievement of local and national key performance indicators and standards.

Displays innovation to develop cost-effective and efficient solutions.

Builds organisational capacity and develops opportunities including partnerships, strategic networks and alliances.

Recognises key influencers – both internally and externally to the Trust – and how to involve them as required.

## Our Vision, Goals and Values

### Our Vision

To be “the health service for Greater Newcastle and a leading national healthcare provider”.

### Our Strategic Goals

- Putting patients first and providing care of the highest standard, focusing on safety and quality.
- Working in partnership to deliver fully integrated care and promoting healthy lifestyles to the people of Newcastle.
- Being a nationally and internationally respected leader in Research and Development underpinning our pioneering services
- Enhancing our reputation as one of the country’s top, first class teaching hospitals, promoting a culture of excellence in all that we do
- Maintaining sound financial management to ensure the ongoing development and success of our organisation.

### Our Core Values

Putting patients at the heart of everything we do.

- Patients come first
- People and partnerships are important
- Professionalism at all times
- Pioneering Services
- Pride in what we do

## Section D

### About the Area

Newcastle upon Tyne is the city and regional capital for a population of c2.5 million people across North East England.

Newcastle is a great city, once in the forefront of 19th century industrial innovation and now at the forefront of technical innovation, leisure and culture. It has a deserved reputation for being one of the friendliest and liveliest cities in Europe. In recent years Newcastle has been transformed into one of the most cosmopolitan cities in the country. You can see the evidence everywhere from the restored buildings in Grainger Town to the regenerated Quayside area. With 2,000 years of fascinating history, the city has fabulous classical Georgian architecture in sweeping streets, wonderful restaurants and cafes, traditional pubs and contemporary bars, along with live music and theatre.

National surveys often suggest that people in the north east enjoy a better quality of life than anywhere else in England. The region has beautiful countryside, friendly people and a low cost of living. Accommodation varies from central city and riverside, through suburban to the urban periphery, stretching into the counties of Northumberland and Durham.

Newcastle lies on the East Coast Mainline rail service, with regular services through to London. In addition the Metro light-rail service connects to stations throughout Tyne and Wear. The A1(M) runs close by, with links to the national motorway network. Newcastle is also well connected for air travel via Newcastle International Airport, and for sea travel to Europe via the International Ferry Terminal.

Further information:

<http://www.visitnortheastengland.com/>

<http://www.newcastle.gov.uk/>

[http://www.bbc.co.uk/news/england/tyne\\_and\\_wear/](http://www.bbc.co.uk/news/england/tyne_and_wear/)

<http://www.itv.com/tynetees/>

## Section E | Advert

The Newcastle upon Tyne Hospitals NHS Foundation Trust is committed to providing healthcare at its best, with a personal touch. We are proud of our reputation as one of the best performing hospitals in the UK and we have a long and established reputation for innovation and leading-edge health research.

These are exciting and challenging times for the NHS both nationally and locally, and we now have an opportunity to recruit an additional Non-Executive Director (NED) to the Board.

The role of the NED is to support the Board of Directors in providing an independent view on the Trust's strategy and to oversee the Trust's implementation of national strategies and regulatory compliance.

We are also committed to increasing the diversity of our existing Board, and positively improve the balance of female and Black, Asian and Minority Ethnic (BAME) Non-Executive Director representation. To achieve this, we are seeking applications from high quality people whose background, experience and identity will broaden and enhance a balance of perspectives in navigating the challenges we face going forward.

Essential criteria for applicants includes:

- Significant and recent experience at Executive or Non-Executive level, contributing to Board discussion and debate;
- A strong commitment to developing effective collaborative relationships with partners and key stakeholders;
- Working with underrepresented citizens within the community the Trust serves and an appreciation of the barriers caused by social deprivation and the consequences on equality of access to health and care services;
- Experience of implementing cultural and transformational change; and
- Board or equivalent level contribution and advice in addressing workforce challenges.

Ideally, a specialist knowledge and understanding of health inequalities, their impact and improving population health outcomes, and/or working with the voluntary sector would be a distinct advantage.

As a NED, you are required to provide independence of thought and constructive challenge as well as support our executives and demonstrate commitment to the enduring values of NHS.

All applications will be considered on merit against our selection criteria. However, to improve diversity of leadership at NED level, we positively welcome and encourage applications from women and people who are BAME.

We are interested not just in your professional qualifications – we are interested in the difference and insights your knowledge, expertise from your background, experience, training or career progression will bring to our discussion and contribute to the effective governance of the Trust.

The remuneration is £15,000 per annum with a time commitment of around 2-4 days per month.



## Section F | Role Description

### 1. Introduction and Roles and Responsibilities of Non-Executive Directors

NHS Boards ensure that the values of the organisation reflect the needs of the community, and that the delivery of high quality and effective clinical services is sustained throughout the organisation. Non-Executive Directors work alongside the Executive Directors of the Trust as an equal member of the board and share responsibility for the success of the organisation in delivering healthcare to the community.

Non-Executive Directors are expected to:

- Contribute to the setting and achievement of strategic objectives, including liaison and working with the Governors of the Trust to achieve uniformity of purpose;
- Ensure that the highest standards of corporate and clinical governance are maintained;
- Constructively challenge and contribute to the development of strategy;
- Scrutinise the performance of management in meeting agreed goals and objectives, monitor the reporting of performance and contribute corporately to the work of the Board;
- Satisfy themselves that financial information is accurate and that financial controls and systems of risk management are robust and defensible;
- Determine the appropriate levels of remuneration of Executive Directors and have a role in the appointment, and where necessary removal, of senior managers and in succession planning;
- Ensure that the Board acts in the best interests of the public and is fully accountable to the public for the services provided by the public and the public funds it uses; and
- Help to ensure that the Trust promotes equality of opportunity in its treatment of staff and patients. The focus of the role of Non-Executive Director is now very much on putting patients at the centre of everything we do, while also sustaining the Trust as a "going concern" and providing the highest quality of healthcare.

## **2. Knowledge and Skills Required**

Non-Executive Directors in an NHS Foundation Trust need to have an understanding of the regulatory environment in which the Trust operates. The post-holder will also need to be aware of the role of NHS Improvement (NHSI) and the Single Oversight Framework, which considers how the Trust's financial position and outlook will be performance managed.

More specifically, the Trust is looking to recruit a Non-Executive Director with the following knowledge and skills – detailed requirements are set out in the person specification:

- Ideally, specialist knowledge and understanding of health inequalities, their impact and improving population health outcomes.
- Awareness of barriers caused by social deprivation and consequences on equality of access to services.
- Board level contribution and advice in addressing key workforce challenges.
- Demonstrable understanding of the values of the UK public sector.
- Demonstrable understanding and commitment to ensuring appropriate corporate governance.
- Competent analytical and data-evaluation skills.
- Sound IT skills – significant proficiency in use of IT systems and building a strong digital footprint.
- Holding the Executive to account for the management of strategic risk and seeking assurance regarding rigour of controls.

## **3. Period of Appointment**

Successful candidates will usually be appointed for three years, subject to annual performance review. These posts are public appointments and not jobs and are therefore not normally subject to the provisions of employment law.

The time commitment for Non-Executive Directors is broadly in the range 2 to 4 days per month. The actual commitment will require some flexibility to fit in with the business cycle. The nature of the posts means that some evening and weekend working, including occasional travel away from home, will be necessary from time to time.

## **4. On Appointment**

Candidates will be expected to demonstrate high standards of corporate governance and personal conduct; and adhere to the requirements of the Fit and Proper Persons Regulation. All successful candidates will be asked to subscribe to the appropriate Codes of Conduct and Accountability for NHS Boards.

Candidates should note particularly the requirement to declare any conflict of interest that arises in the course of Board business and the need to declare any relevant business interests, positions of authority or other connections with commercial, public or voluntary bodies. These will be published in the Trust's annual report with details of Board members' remuneration.

## **5. Personal Development**

All new non-executives are offered comprehensive induction training. Other training opportunities including an annual performance review system are also provided.

## **6. Attributes required**

Candidates will be assessed against the attributes specified within the Person Specification.

## **7. Disqualification from Application**

Not everybody is eligible to apply for the position, as all appointments are governed by legislation, which details the circumstances in which individuals may be disqualified.

## **8. Remuneration**

Significant liabilities attached to the role of the Non-Executive Director, primarily the risks of prosecution for gross negligence or criminal intent (although cases of either have never been brought in the NHS to date). In this regard, the Trust has Directors' and Officers' Liability cover in place, via the NHS Litigation Authority at present. In common with the benchmark data from established NHS Foundation Trusts, remuneration at the level of £15,000 per annum is offered. This is subject to review by the Nominations Committee and the Council of Governors and may be increased if the Council of Governors recommends it.

All remuneration is taxable under Schedule E and subject to Class 1 NI contributions. It is not pensionable. Non-Executives are eligible to claim allowances, at rates set by the Trust, for travel and subsistence costs incurred necessarily on NHS business.

## **9. Equality of Opportunity**

The Trust is committed to increasing the diversity of its existing Board, and positively improve the balance of female and Black, Asian and Minority Ethnic (BAME) Non-Executive Director representation. It is seeking applications from high quality people whose background, experience and identity will broaden and enhance a balance of perspectives in navigating the challenges going forward, therefore, applications from women and people who are BAME will be positively welcomed and encouraged.

All applications will be considered on merit against our selection criteria.

## **10. Appointment Process**

Application will be by a NHS Jobs application form and will involve uploading your CV together with a supporting statement (maximum 2 A4 pages in length) in one document outlining your relevant experience in facilitating system and service change, improving population health and outcomes including engagement which valued difference, addressing disparity in workplaces or service delivery and highlighting how your knowledge, skills and perspective would provide a diverse contribution to the Board.

The closing date for applications is Wednesday 27 February 2019.

Candidates who are shortlisted will be contacted by e-mail, and will be required to complete psychometric assessments in advance of the interview.

The interviews will be held on Wednesday 13 March 2019.

Candidates will be interviewed formally by the Nominations Committee (comprised of four Public Governors, the Finance Director, a Non-Executive Director and the Trust Senior Independent Director supported by the Trust Chairman and an independent adviser) and recommendations made to the Council of Governors, for approval.

Candidates will have an informal opportunity to meet Board members and to learn about the Trust prior to the assessment process.

This post is subject to the rehabilitation of the Rehabilitation of Offenders Act (Exceptions Order) 1975 and as such it will be necessary for a submission for Disclosure to be made to the Disclosure and Barring Services (formerly known as the Criminal Records Bureau) to check for any previous criminal convictions. Due to the seniority of post, appropriate checks relevant to the Fit and Proper Persons Requirement will also be undertaken.

## **11. Further Information**

For an informal discussion of the role and about the Trust please contact Kelly Jupp, Trust Secretary, in the first instance, on (0191) 223 1285.

## Section G | Person Specification

<b>Attributes</b>	
<b>Education and qualifications</b>	<ul style="list-style-type: none"> <li>• Master's degree or equivalent/proven postgraduate level ability and experience.</li> <li>• Ideally an appropriate professional qualification.</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Significant and recent experience at Executive or Non-Executive level – contributing to Board discussion and debate.</li> <li>• Proven experience as an inclusive leader.</li> <li>• Working with underrepresented citizens within the community the Trust serves, with a view to promoting and facilitating equality of access to services and reducing disparity.</li> <li>• Proven ability to provide independent challenge to the Executive Team and Board to ensure development and delivery of strategic vision and objectives.</li> <li>• Strong commitment to effective working and in engagement with health and social care partners and other key stakeholders.</li> <li>• Proven experience of holding individuals on the Board to account.</li> <li>• Experience of implementing cultural and transformational change.</li> <li>• Experience of senior recruitment and employment relations processes.</li> <li>• Experience of working with the voluntary sector would be a distinct advantage.</li> <li>• Clear commitment to the values and ethical standards of UK public service, system and organisational excellence, including fit and proper persons.</li> </ul>
<b>Knowledge and skills</b>	<ul style="list-style-type: none"> <li>• Ideally, specialist knowledge and understanding of health inequalities, their impact and improving population health outcomes.</li> <li>• Awareness of barriers caused by social deprivation and consequences on equality of access to services, and through that prospective provide a diverse contribution to the Board.</li> <li>• Board level contribution and advice in addressing key workforce challenges.</li> <li>• Demonstrable understanding of the values of the UK public sector.</li> <li>• Demonstrable understanding and commitment to ensuring appropriate corporate governance.</li> <li>• Competent analytical and data-evaluation skills.</li> <li>• Sound IT skills – significant proficiency in use of IT systems and building a strong digital footprint.</li> <li>• Holding the Executive to account for the management of strategic risk and seeking assurance regarding rigour of controls.</li> </ul>
<b>Personal effectiveness and behaviours</b>	<ul style="list-style-type: none"> <li>• Due to the commitment to increase diversity of board membership applications from women and people who are BAME (Black, Asian and Minority Ethnic) are positively welcomed.</li> </ul>

Attributes	
	<p>Leadership:</p> <ul style="list-style-type: none"> <li>• Significant personal presence and credibility – able to act as a ‘role model’.</li> <li>• Aligned to Trust professional and leadership behaviours and organisational values.</li> <li>• Demonstrable commitment to promoting and celebrating equality and diversity across the organisation and in developing relationships with stakeholders.</li> <li>• Collaborative and inclusive leadership style.</li> <li>• Committed to high performing team working.</li> </ul> <p>Performance focus:</p> <ul style="list-style-type: none"> <li>• Proven track record of monitoring achievement of results in complex environments.</li> <li>• Working with others to improve and enhance the experience of people who both receive and deliver services across the organisation and the system.</li> <li>• Passionate for healthcare and delivering outstanding outcomes.</li> </ul> <p>Relationships and Influencing:</p> <ul style="list-style-type: none"> <li>• Political acumen attuned to the different stakeholder interests.</li> <li>• Strategic thinker with highly developed influencing and skills of persuasion.</li> <li>• Able to move from tactical to strategic decision making.</li> <li>• Able to use influencing skills to stimulate debate and discussion and use experience to support innovation and creativity in achievement of strategic objectives.</li> <li>• Credible ability to work constructively and collaboratively building excellent relationships across a wide stakeholder base.</li> <li>• Able to demonstrate clarity of thinking and appropriate challenge to the Board.</li> </ul> <p>Communication and interpersonal skills:</p> <ul style="list-style-type: none"> <li>• Effective interpersonal skills, including the ability to actively listen, communicate openly, promote discussion of views, welcome constructive challenge and be approachable.</li> </ul> <p>Other:</p> <ul style="list-style-type: none"> <li>• Able to meet the time commitment to discharge responsibilities.</li> <li>• No conflicts of interest.</li> <li>• Ideally has a strong link to the North East region and the flexibility to participate in organisational activities.</li> </ul>