

NHS England



Job description and person specification

Position			
Job title	Regional Greener NHS Lead	Directorate	Improvement, Transformation and Partnerships (ITP) – London Region
Pay band	AFC Band 8c	Responsible to	Director of Improvement & Deputy Exec Director
Salary	AFC salary + HCAS where applicable	Accountable to	Director of Improvement, Transformation & Partnerships (ITP)
Tenure	Substantive Position	Responsible for	The postholder lead the London Sustainability Clinical Network, responsible for delivering the Greener NHS agenda in line with national policy, specifically the NHS “Net zero” report.
Funding Arrangements	Admin	Base	Wellington House, 133-155 Waterloo Road, London, SE1 8UG
Our Organisation		NHS England Values and Behaviours	



NHS England leads the NHS in England to deliver high quality care for all. We support NHS organisations to deliver better outcomes for our patients and communities, work to get the best possible value for taxpayers, and drive improvement across the NHS.

Through our [seven regional teams](#), NHS England supports local [integrated care systems](#), made up of public services that provide health and care – NHS organisations, primary care professionals, local councils, social care providers and the community, voluntary and social enterprise sector – to improve the health of the population, improve the quality of care, tackle inequalities and deliver care more efficiently.

From April 2023, NHS England, Health Education England and NHS Digital became one single organisation, putting workforce, data, digital and technology at the heart of our plans to transform the NHS.

- Having listened to our staff over the last year, we aim to create a healthy and high performing organisation, underpinned by the NHS Constitution values: Working together for patients
- Respect and dignity
- Commitment to quality of care
- Compassion
- Improving lives
- Everyone counts

Our people all have a part to play in helping to shape and develop our culture and in embedding and living these values.

Our behaviors:

- leading by example:
 - We prioritise patients in every decision we take.
 - We listen and learn.
 - We are evidence-based.
 - We are open and transparent.
 - We are inclusive.
 - We strive for improvement.

Service and team	About the role
<p>The Sustainability Clinical Network is the vehicle through which London will deliver on the national mandate for a Greener NHS. The network will bring together clinical, specialist and operational management expertise to meet the target for London's NHS becoming carbon neutral by 2040. The postholder will provide senior oversight to the Sustainability Network.</p>	<p>As a Senior Programme Manager the post holder will work as part of a dynamic clinical network team in London. The postholder will have day-to-day leadership and management responsibility for the development and delivery of the regional greener NHS programme. This will include ensuring effective engagement of patients, professionals and relevant organisations in activities that support the delivery of national and regional outcomes in line with local needs and resources.</p> <p>The post holder will lead the provision of an efficient, effective, and high quality professional and well-co-ordinated network capable of meeting all statutory,</p>



regulatory and NHS requirements ensuring alignment with the activity of NHS England and local system.

The postholder will be required to:

- Build and maintain productive working relationships with the national Greener NHS Team and ensuring delivery and reporting against relevant contractual agreements.
- Horizon scan and develop a medium to long term vision and plan
- Building and maintaining strong relationships with a wide variety of individuals at different levels, and creating connections where needed
- Manage the network team's business support function, including developing and managing the team's annual business plan, progress and dashboard reporting and risk and issue management
- Liaise with ICSs and local care networks, DPHs and DASs, Health and Wellbeing Boards, GLA, Academic Health Science Networks within the Clinical Network area
- Manage all corporate business returns, including planning and workforce returns
- Take a lead in the coordination of training and development and recruitment activity across for the networks department
- Provide oversight and management of all aspects of the networks department
- Drive the strategy for, supporting and ensuring alignment across the system
- Drive reform and support organisational change and uptake of initiatives that support excellence



- Develop and communicate the vision for the role of innovation, and the development of strategy and operational policies to support this vision
- Engage with key strategic regional and national policy makers to inform development of strategy and policies
- Identify best practice examples of improvement at national and international level and to ensure that NHS England benefits from relevant innovations in healthcare
- Support development by developing the innovation infrastructure and capacity in organisations
- Develop and champion new initiatives or projects as necessary
- Provide expert leadership and management of large-scale change, implementation of national and regional policies, evaluation and implementation of new evidence.

In delivering the strategic objectives the postholder will be expected to demonstrate expertise in the full range of relevant competencies including evaluation techniques, policy analysis and translation and ability to communicate effectively with a range of stakeholders. In addition to any direct responsibility for managing staff or budgets, he/she will be responsible for change and improvement in the agreed areas of work and to take the steps they consider necessary to improve the health of its communities.



Key Job specifics and responsibilities	Key accountabilities	
<p>Improving quality and outcomes</p> <ul style="list-style-type: none"> To be responsible for a high standard of work supporting the delivery of projects on time, to quality standards and in a cost-effective manner Develop a comprehensive and cohesive plan with the overall project timetable which meets the strategic direction of the team and minimises unnecessary disruption to stakeholders involved in the process and is operationally sound Provide robust assurance function in relation to compliance with legal duties, technology, data standards and contractual requirements Model outstanding problem-solving and analytical skills, imparting these to the team and the wider organisation. Utilise qualitative and quantitative analytical methods to strengthen the case for the prioritisation of activity, resources, new approaches to working and influencing investment decisions. Formulate and communicate complex arguments in a concise and persuasive manner. To understand, communicate and implement national policy through network improvement activities. To keep abreast of national best practice, ensuring that this is shared and widespread adoption secured through advanced influencing skills. To foster and promote a culture of innovation, through working in collaboration with Greener NHS Team, HLP, academic and education structures such as Academic Health Science Networks, CLAHRCs, NHS RightCare, GIRFT and Local Education and Training Boards. To work collaboratively across the NHS England matrix, including integrating the National Director's portfolio. <p>Enabling patient and public involvement</p> <ul style="list-style-type: none"> To act as a champion for patients and their interests and involve the public and patients in the policy development and decision-making 	<p>Key Accountabilities</p> <ul style="list-style-type: none"> Develop a comprehensive and cohesive plan with the overall project timetable which meets the strategic direction of the team and minimises unnecessary disruption to stakeholders involved in the process and is operationally sound. Be highly receptive to other perspectives and well-founded arguments, no matter who voices them and pro-actively resolving conflict between different stakeholders when this arises through facilitation or other appropriate mechanisms. Work at senior levels, including the national directors of the regional NHS, other statutory bodies, patient groups, voluntary organisations, think-tanks, industry and other stakeholders. The ability to form trusted professional relationships. Responsible for the planning and organisation of numerous events and meetings. Ensuring communication tools are used to their maximum value for circulating the minutes, agenda and presentations in a timely manner. Demonstrate effective stakeholder management across different departments and at all levels. Accountable for delivering a high-quality support and ICS assurance function for areas of responsibility (in partnership with subject matter experts), for example compliance with legal duties, technology and data standards. <p><u>Key Functional Responsibilities</u></p>	



of NHS England.

Operational requirements



- ensure all public and patient contact with the office is of the highest professional standard.
- To embed patient and public involvement within NHS England at all levels of decision making.

Promoting equality and reducing inequalities

- To uphold organisational policies and principles on the promotion of equality.
- To create an inclusive working environment where diversity is valued, everyone can contribute, and everyday action ensure we meet our duty to uphold and promote equality.

Partnership and cross boundary working

- Engaging with Board level internal and external stakeholders and managing relationships to ensure synergy across key partner agencies, different geographies trial and testing new ways of working and other transformational programmes to maximise impact locally.
- Managing effective communications including delivering complex and sensitive messages through written and verbal presentations.
- Working within the regional NHS to develop and drive relevant digital work programmes that bring together priorities across Clinical Networks, Primary Care, Urgent and Emergency Care, Personalised Care and Empower the Person.

- Working within the overall strategic objectives, devise, implement and monitor the strategy. Evaluate, interpret and locally implement best practice.
- Provide overall management to the whole function(s).
- Develop and implement qualitative and quantitative measures to determine performance against the organisational strategy. Report progress against the strategy through personal representation at senior management forums and by written reports. Tailoring delivery to meet the needs of the audience.
- Ensure that best practice is developed and delivered at organisational and departmental levels. Challenge ways of working and persuade, motivate and influence other senior managers to realign their practice where necessary.
- Ensure that appropriate strategies are employed in line with business objectives and that these are fully cascaded.
- Personally lead, support and contribute to formal negotiations with senior level internal and external stakeholders, providing a high level of negotiating expertise to secure the most advantageous arrangements.
- Advise on innovative opportunities and support all departments in their strategies and programmes to maximise service benefits.
- Oversee the tracking of progress against plans and transition milestones, ensuring appropriate processes are in place to flag issues, risks and concerns with the relevant stakeholders.
- Ensure the securing of value for money, assuring relevant factors such as quality and governance.
- To monitor, interpret and quality assure progress against deliverables. Quality assurance and progress of deliverables to the NHS that often require adjustments specifically in relation to the complex corporate business agenda, strategic objectives and the business planning process
- To develop business plans and provide expert strategic and policy advice and guidance on all areas of the National Director's portfolio.



Leadership for transformational change

- To model a collaborative and influencing style of working, negotiating with others to achieve the best outcomes. Embedding this approach across the Directorate

Using insight and evidence for improvement

- To build on current knowledge and evidence of 'what works' and ensure that this is maintained and developed in practice
- Provide expert assurance by examining and questioning understanding, application and evidence of compliance with Digital Technology Team deliverables within strategic plans, commissioning and contracting, in particular data and technology standards and Information Governance

Developing an excellent organisation

- To ensure the health, safety and wellbeing of all staff within the department
- To ensure compliance with all confidentiality and governance requirements within the department
- To adhere to the NHS Managers Code of Conduct and any other relevant professional codes of conduct at all times
- To actively support the development of individuals and the team through appraisal, personal development planning, coaching and mentoring
- To monitor, interpret and quality assure progress against deliverables within regional NHS that often require adjustments specifically in relation to the complex corporate business agenda, strategic objectives and the business planning process
- To work in partnership with others and as part of cross Team teams to deliver successful outcomes

- Devise, manage and update policies and procedures, ensuring the adoption of best practice methodology, rules, standards and thresholds.
- Supports the creation and locally implements the operational strategy and business plan, clearly identifying links to national, regional and local priorities and policy objectives.
- Contributes to the development and implementation of general policy and service development.
- Develops and implements strategies for improving performance and processes, ensuring stakeholders representation.
- Drives and leads development and improvement of processes.
- Drives process efficiency in the continuous development of the end-to-end cycle and its associated performance metrics.
- Accountable for short, medium and long-term strategic business plans, achieving quality outcomes.
- Responsible for linking people, resource and strategy to organisational strategy.

Financial and Physical Resources

- Budgetary responsibility for a function(s) and the services provided within that function. Evaluating value for money of new contracts, monitoring the performance of existing providers and ensuring that provider performance aligns, and comply, with contractual terms and condition.
- Constantly strive for value for money and greater efficiency in the use of these budgets and to ensure that they operate in recurrent financial balance year on year, in a way that is compliant with Standing Orders and standing Financial Instruction.

People Management

- Support and line manage the Department or Function, building a collaborative working environment and an innovative culture.



- Support an effective matrix approach to achieve NHS objectives, where appropriate across the NHS England.
- To manage, motivate, inspire and develop staff within the team to ensure that they are able to deliver the employee relations cases responsibilities of NHS England.
- Responsible for the recruitment and development of the Directorate staff, including undertaking appraisal, ensuring team and individual development and where appropriate progression of employee relations matters.

Information Management.

- Responsible for devising, developing and implementing appropriate information sharing systems.
- Lead the creation, maintenance and review implementation, of information systems for collecting, evaluating and interpreting complex data. To inform short and medium and long term strategies.
- Developing and presenting reports, summarising status on issues, appraising outcomes, providing progress reports for senior staff or groups of staff as directed from time to time, tailoring content to meet the needs of the audience.

Research and Development

- Ensures the team are able to access best practice and current information within specialism, drawing from experience and expertise in other fields and industries, ensuring the organisation and other stakeholder organisations, benefit from relevant innovations.
- Commissions Research and Development initiatives to secure cost and service improvements from alternative methods of operation, through new goods and services or re-engineering existing processes.

Policy and Service Development



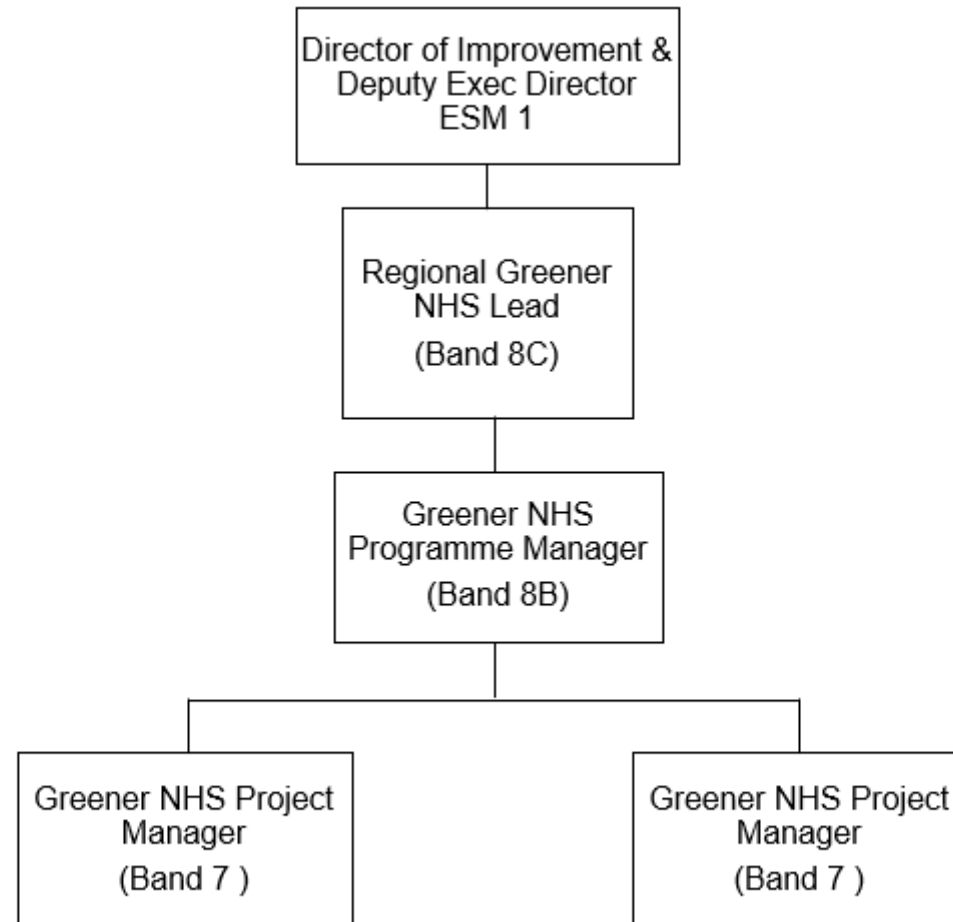
- To identify and assess opportunities for new services and threats to existing services and market developments.
- Develop plans and seize opportunities, mitigate threats and deliver strategic objectives. Within own function making recommendations for service delivery.
- Responsible for proposing and drafting changes, implementation and interpretation to policies, guidelines and service level agreements (SLA's) which may impact service delivery and Sector.
- Maintain a good knowledge of emerging policies from government departments, to assist in the thinking and definition of strategy discussions.

Key Working Relationships

- Regular contact with internal and external stakeholders, sensitive, complex, contentious and confidential issues.
- Participate in relevant internal and external working groups/projects, services and initiatives to provide project, information and analytical advice and expertise.
- Overseeing the team to develop and implement processes and systems that align to strategy.
- Present verbal, written and numerical information and issues, explaining complexities, to a wide range of internal and external stakeholders.
- To liaise with other Managers to share best practice.



Organisational structure



Person specification

Criteria		Essential	Desirable	Evidence*
Qualifications	Clinical Qualification with registration to the relevant regulatory body through Health and Care Professions Council, NMC, GMC, GDC or UKPHR	✓		A/I
	Educated to masters level or equivalent level of experience of working at a senior level in specialist area. Formal programme management qualifications including Prince 2 or Managing Successful Programmes	✓	✓	A/I
Knowledge and experience	Extensive knowledge of the regional NHS strategy, business plan and mandatory requirements and their impact on STP delivery	✓		A/I
	Subject matter expertise across a number of key areas relating to the programme	✓		
	Evidence of post qualifying and continuing professional development			
	Demonstrable senior management experience	✓		
	Must have an understanding of the background to and aims of current healthcare policy and appreciate the implications of this on engagement	✓		
	Should have an appreciation of the relationship between the Department of Health, NHS England and individual provider and commissioning organisations.	✓		
	Experience of delivering against competing priorities and deadlines while also directing the work of teams/individuals.	✓		
	Experience of budgetary responsible, including budget setting with evidence of working knowledge of financial processes	✓		
	Management of staff/ functions	✓		
	Member of relevant professional body	✓		
	Knowledge of Sustainability and actions required to reach net zero. Experience of working within sustainability ideally in a professional capacity. Extensive knowledge of specialist areas, including acquired through both previous work experience and post graduate study or training.			
Skills Capabilities & Attributes				A/I



	<p>Provide and receive highly complex, sensitive and contentious information, negotiate with senior stakeholders on difficult and controversial issues, and present complex and sensitive information to large and influential groups</p> <p>Persuade board and senior managers of the respective merits of different options, innovation and new market opportunities.</p> <p>Negotiate on difficult and very complex and detailed issues.</p> <p>Strategic thinking – ability to anticipate and resolve problems before they arise.</p> <p>Problem solving skills and ability to respond to sudden unexpected demands.</p> <p>Ability to analyse complex facts and situations and develop a range of options</p> <p>Takes decisions on difficult and contentious issues where there may be a number of courses of action.</p>	<p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p>		
	<p>Plans and organises a broad range of complex activities, formulating and adjusting plans to reflect changing circumstances.</p> <p>Inputs to strategic plans across NHS and within the specific teams.</p> <p>Demonstrable ability to deliver at pace in complex environment.</p> <p>Works with Stakeholders to develop performance improvement plans and to develop plans for innovation and opening up the market.</p> <p>Demonstrable experience of delivering results through the development and management of teams to ensure success and use a range of levers in the absence of direct line management responsibility</p> <p>Ability to build effective cross functional working relationships across a diverse range of stakeholders to drive organisational agenda</p>	<p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p>		



Values and behaviours	<p>Commitment to and focused on quality, promotes high standards in all they do. Able to make a connection between their work and the benefit to patients and the public.</p> <p>Consistently thinks about how their work can help and support clinicians and frontline staff deliver better outcomes for patients.</p> <p>Works well with others, is positive and helpful, listens, involves, respects and learns from the contribution of others</p> <p>Consistently looks to improve what they do, looks for successful tried and tested ways of working, and also seeks out innovation</p> <p>Demonstrable commitment to partnership working with a range of external organisations.</p> <p>Demonstrates knowledge and understanding of equality of opportunity and diversity taking into account and being aware of how individual actions contribute to and make a difference to the equality agenda</p> <p>Ensures staff for whom the post holder has line management responsibility uphold and promote the equality and diversity agenda, and act in accordance with the equality, diversity, and inclusion in the workplace policy.</p> <p>Demonstrates knowledge and understanding of equality of opportunity and diversity.</p> <p>Self-awareness in terms of emotional intelligence, biases and personal triggers with cultural sensitivity and awareness.</p> <p>Values diversity and difference operates with integrity and openness</p>	<p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p>		A/I
Other	Ability to travel across sites where required	√		A/I

* Evidence will take place with reference to the following information:

A	Application form
I	Interview
T	Test or Assessment
C	Certificate



KEY TO JOB DESCRIPTION AND PERSON SPECIFICATION COLOUR CODING	
Light Blue	JOB SPECIFIC INFORMATION: Text can be amended or additional information inserted
Dark Blue	ORGANISATION SPECIFIC INFORMATION: Text should not be amended
Black	NATIONAL GENERIC INFORMATION: Text should not be amended (denotes banding)

