

Could you help lead the NHS in your area?

**University Hospitals of North
Midlands NHS Trust**

**Non-executive Director and
Associate Non-executive Director**

Candidate information pack

Reference: M3140

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

We particularly welcome applications from women, people from the local black and minority ethnic communities, and disabled people who we know are under-represented in chair and non-executive roles.

Our recruitment processes are conducted in accordance with the Code of Governance to ensure that they are made on merit after a fair and open process so that the best people, from the widest possible pool of candidates, are appointed.



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1. The opportunities

There is a vacancy for a Non-executive Director (NED) and an Associate Non-executive Director (ANED) at University Hospitals of North Midlands NHS Trust. These are exceptional opportunities to share your talents and expertise to make a positive difference to the lives of people served by the Trust.

The ANED role is used successfully in the NHS to support Board succession strategy and achieving a balance of Board level skills. Associate NEDs cannot participate in any formal vote at Board.

The successful candidate for the Associate role will be appointed by the Trust but may also be considered for appointment as a NED of the Board in future, should a vacancy arise and they have the appropriate skills.

2. The person specification

Essential criteria

You will need to have a genuine commitment to patients and the promotion of excellent health care services.

The Trust is actively working towards a diverse, gender balanced, and representative workforce, and welcomes and encourages applications from all parts of their communities. The Trust is working hard on a range of diversity issues, and is making great progress, however they acknowledge that there is still much to do and the successful applicants, together with the Board, will provide senior leadership and support to the Trust to address the challenges faced by the sector.

For each of the roles we are looking for distinct skillsets as defined below:

Non-executive Director

The successful candidate will have transferable senior leadership experience gained in complex person-centred environments. We are looking for financially qualified individuals with Board level strategic finance leadership experience drawn from a track record working in complex highly regulated sector/s. Ideally you will already have experience as a NED or Trustee but this is not essential. You will be able to demonstrate an understanding of the complexity of the NHS financial landscape or have the ability to get up to speed quickly. The successful candidate will be a member of the Performance and Finance Committee.

Associate Non-executive Director

We are looking for an individual with Board level clinical leadership experience drawn from medical, nursing or an allied health profession. The successful candidate will be a member of the Quality and Governance Committee.

Both roles

For both roles we need people who bring experience of leading cultural change in person-centred environments and who can commit the time required to being a NED or ANED of a significantly sized and complex organisation.

NHS leadership competency framework for board members

Leaders in the NHS help deliver better health and care for patients by setting the tone for their organisation, team culture and performance. We have worked with a wide range of leaders from across the NHS to help describe what we do when we operate at our best.

The competency domains reflect the [NHS values](#) and the following diagram shows how they are aligned:

Working together for patients*	Compassion
Building a trusted relationship with partners and communities	Creating a compassionate, just and positive culture
Respect and dignity	Improving lives
Promoting equality and inclusion and reducing health and workforce inequalities	Setting strategy and delivering long term transformation Driving high quality sustainable outcomes
Commitment to quality of care	Everyone counts
Driving high quality and sustainable outcomes Setting strategy and delivering long term transformation	Promoting equality and inclusion and reducing health and workforce inequalities Creating a compassionate, just and positive culture
Providing robust governance and assurance	

The competency domains are aligned to [Our NHS People Promise](#), [Our Leadership Way](#) and the [Seven Principles of Public Life](#) (Nolan Principles).





The six NHS leadership competency domains:

Driving high-quality and sustainable outcomes

The skills, knowledge and behaviours needed to deliver and bring about high quality and safe care and lasting change and improvement – from ensuring all staff are trained and well led, to fostering improvement and innovation which leads to better health and care outcomes.

Setting strategy and delivering long-term transformation

The skills that need to be employed in strategy development and planning, and ensuring a system wide view, along with using intelligence from quality, performance, finance and workforce measures to feed into strategy development.

Promoting equality and inclusion, and reducing health and workforce inequalities

The importance of continually reviewing plans and strategies to ensure their delivery leads to improved services and outcomes for all communities, narrows health and workforce inequalities, and promotes inclusion.

Providing robust governance and assurance

The system of leadership accountability and the behaviours, values and standards that underpin our work as leaders. This domain also covers the principles of evaluation, the significance of evidence and assurance in decision making and ensuring patient safety, and the vital importance of collaboration on the board to drive delivery and improvement.



Creating a compassionate, just and positive culture

The skills and behaviours needed to develop great team and organisation cultures. This includes ensuring all staff and service users are listened to and heard, being respectful and challenging inappropriate behaviours.

Building a trusted relationship with partners and communities

The need to collaborate, consult and co-produce with colleagues in neighbouring teams, providers and systems, people using services, our communities, and our workforce. Strengthening relationships and developing collaborative behaviours are key to the integrated care environment.

The best boards are those that reflect the workforce and communities they serve. We particularly welcome applications from women, people from local black, Asian and minority ethnic communities, and people with disabilities, who we know are all under-represented in these important roles.

- Our expectation is that applicants should live within a reasonable commuting time or distance to the Trust
- On average these roles will require the equivalent to 3 to 5 days a month, however the time commitment may vary and a flexible approach should be taken.
- The remuneration payable for these role is £13,000 (standard rate for all NEDs) per annum.

Given the significant public profile and responsibility members of NHS Boards hold, it is vital that those appointed inspire confidence of the public, patients and NHS staff at all times. NHS England and the Trust make a number of 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](#).

3. About University Hospitals of North Midlands NHS Trust

Each year we care for over two million people who come to us for emergency treatment, planned operations, and medical care. We are a teaching hospital in partnership with Keele University and we have a patient-centred clinical research facility providing state-of-the-art facilities. Our new £370m hospital became fully operational in 2015. For more information on how we fit into the NHS structure, click [here](#).

University Hospital has two sites: Royal Stoke University Hospital, located in Stoke-on-Trent, and County Hospital, located in Stafford.

From these hospitals we provide a full range of general acute hospital services for approximately 700,000 people living in and around Staffordshire and beyond. The Trust also provides specialised services, such as Trauma, for three million people in a wider area, including neighbouring counties and North Wales.

Our specialised services include cancer diagnosis and treatment, cardiothoracic surgery, neurosurgery, renal and dialysis services, neonatal intensive care and paediatric intensive care. We are also recognised for our particular expertise in trauma, respiratory conditions, spinal surgery, upper gastro-intestinal surgery, complex orthopaedic surgery, laparoscopic surgery and the management of liver conditions. The Trust has some of the most modern operating theatres in Europe.

More than 165,000 patients attend our Accident and Emergency department. Many emergency patients are brought to us from a wide area by both helicopter and land ambulance because of our Major Trauma Centre status.

At UHNM we have created a unique set of values and promises which were developed by staff, patients and carers. Our values are: *Together, Compassion, Safe and Improving*.

Launched at the Trust AGM in October 2017, our refreshed values and promises underpin everything we do and help us to achieve our vision.

Why do we need values? 97% of the UK's greatest places to work have organisational values. They put their values at the heart of everything they do, and they believe their success is due to their values

- What makes UHNM unique? What is important at UHNM? Our own organisational values describe this.
- When we welcome employees to the UHNM family we want people who also 'live our values'. We can always train them in skills.
- Our values and promises influence how the staff here at UHNM act; we will feel it and our patients will feel it.
- We need to be recruiting people against our values and need to be holding people to account.
- They inspire people into action. People take positive action because they aspire to live up to our values and feel safe and empowered to innovate as a result.
- We are striving to achieve our Vision – how we do this successfully will be by living our values
- Simply put, they shape our organisational culture if we love them, then we will live them!

Values & Promises

Co-created by our staff, patients and carers

NHS
University Hospitals
of North Midlands
NHS Trust

We love our values

Together

We are a Team – I will be considerate, help others to achieve our goals and support others to make positive changes

We are Appreciative – I will acknowledge and thank people for their efforts and contributions

We are Inclusive – I will be open and honest, welcome people's views and opinions and involve people in decisions that affect them

Compassion

We are Supportive – I will be empathetic and reassuring. I will support and encourage people when they need it

We are Respectful – I will treat people fairly, with respect and dignity, protect their privacy and help them to feel comfortable

We are Friendly – I will be welcoming and approachable. I will make eye contact, say hello and introduce myself #hello my name is...

Safe

We Communicate Well – I will explain clearly, share relevant and timely information and keep people updated

We are Organised – I will plan ahead, manage my time well and be prompt in what I do

We Speak Up – I will contribute to ensuring healthy and constructive feedback for all so we can feel safe to challenge inappropriate care and behaviour and promote our values

Improving

We Listen – I will welcome people's views and ideas, invite people to ask questions and share their opinions and respond to what I hear

We Learn – I will share best practice, celebrate good performance and support others to use their skills, learn and grow

We Take Responsibility – I will have a positive attitude, act and encourage people to take the initiative and make improvements



Appendix 1: Values and concepts from NHS Leadership Competency Framework

Our people promise:

- We are compassionate and inclusive
- We are recognised and rewarded
- We each have a voice that counts
- We are safe and healthy
- We are always learning
- We work flexibly
- We are a team

NHS values

- Working together for patients
- Respect and dignity
- Commitment to quality of care
- Compassion
- Improving lives
- Everyone counts

Our leadership way

We are compassionate

- We are inclusive, promote equality and diversity, and challenge discrimination
- We are kind and treat people with compassion, courtesy and respect.

We are curious

- We aim for the highest standards and seek to continually improve, harnessing our ingenuity
- We can be trusted to do what we promise

We are collaborative

- We collaborate, forming effective partnerships to achieve our common goals
- We celebrate success and support our people to be the best they can be

Health and Care Act 2022

- Collaborate with partners to address our shared priorities and have the core aim and duty to improve the health and wellbeing of the people of England.



- Improve the quality, including safety, of services provided.
- Ensure the sustainable, efficient use of resources for the wider system and communities

Seven principles of public life

- Selflessness
- Integrity
- Objectivity
- Accountability
- Openness
- Honesty
- Leadership

Appendix 2: More information

For information about the Trust, such as business plans, annual reports, and services, visit their [website](#). Follow the links for more information about:

- **Support to prepare candidates to apply for a non-executive vacancy including:**
 - Building your application
 - Sources of information and useful reading
 - Eligibility and disqualification criteria
 - Terms and conditions of chair and non-executive director appointments
 - How we will handle your application and information
- **View all current chair and non-executive vacancies**
- **Sign up to receive email alerts on the latest vacancies**
- **Contact details for the Senior Appointments and Assessment Team**

NHS England respects your privacy and is committed to protecting your personal data. We will only use personal data where we have your consent or where we need to comply with a legal or statutory obligation. It is important that you read [this information](#) together with our [privacy notice](#) so that you are fully aware of how and why we are using your data.

Appendix 3: Making an application

If you wish to be considered for one of these roles please provide:

- a CV that includes your address and contact details, highlighting and explaining any gaps in your employment history



- a supporting statement that highlights your motivation for applying and your understanding of the NHS and the role. You should outline your personal responsibility and achievement within previous roles and how your experience matches the relevant person specification
- the names, positions, organisations and contact details for three referees. Your referees should be individuals in a line management capacity, and cover your most recent employer, any regulated health or social care activity or where roles involved children or vulnerable adults. Your references may be taken prior to interview and may be shared with the selection panel. In accordance with [NHSE's FPPT framework](#) if appointed your references and other background checks will be shared with the Trust.
- tell us about any dates when you will not be available

Appendix 4: Key dates

- **closing date for receipt of applications: Monday 15th July 2024 at 9am.** Please apply via this link to the recruitment microsite for the Trust: <https://uhnm-appointments.co.uk>
- **Preliminary interviews with GatenbySanderson: w/c 29th July & 5th August 2024**
- **Final interview date: Monday 16th & Wednesday 18th September 2024**

Getting in touch

- GatenbySanderson are helping us to identify potential candidates and are supporting the selection process. If you would like a confidential discussion about the role and/or process, please contact Eleanor Lawrence, Senior Researcher: Eleanor.lawrence@gatenbysanderson.com, Julia St Clare, Consultant: Julia.stclare@gatenbysanderson.com or Emma Pickup, Partner: emma.pickup@gatenbysanderson.com
- **NHS England** – for general process enquiries contact Helen Barlow by emailing helen.barlow2@nhs.net

NHS England

E: england.chairsandneds@nhs.net

W: england.nhs.uk