

Candidate brief for the position of Director of Communications Isle of Wight NHS Trust and Portsmouth Hospitals University NHS Trust

March 2025



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Letter from the Chief Executive Officer

Thank you for your interest in joining Isle of Wight NHS Trust (IWT) and Portsmouth Hospitals University NHS Trust (PHU), and for taking the time to read this information pack.

You will join us at a pivotal moment in our development. IWT and PHU first formed a strategic partnership in 2019 to support the delivery of clinically and financially sustainable services on the Isle of Wight. In 2023 the two Trusts deepened the partnership, appointing a single Chief Executive and a single Executive team. We are ambitious and optimistic about the future, working together with a shared vision to deliver excellence in care for our patients and communities.

Isle of Wight NHS Trust provides NHS services to the 142,000 people living on the Island. Delivering both acute and ambulance services brings significant opportunities to integrate care delivery. The population of the Isle of Wight is much older and often managing more long-term health conditions than elsewhere in the country. Projections suggest that by 2041, 70% of adults living on the Island will be aged 65+ (compared to 45% in Hampshire). As well as driving the health needs of the population this also means that the proportion of adults of working age is much smaller than that in Hampshire or the rest of England, with implications for workforce planning and recruitment strategies.

Portsmouth Hospitals University NHS Trust has a well-earned reputation for clinical excellence in many areas. We are recognised as a major acute hospital and are a designated cancer centre, serving a population of approximately 800,000 within southern Hampshire as part of the Central and South Coast Cancer Network. We are proud of our strong military links and host the largest of the UK's four military hospital units, Joint Hospital Group (South). Portsmouth has the second highest population density of veterans in the UK and was one of the first hospitals to be awarded Veteran Aware status.

This is a fantastic opportunity for a senior leader to join our Trusts and have a big impact at a time of change and development. If you are excited by this challenge and think you have the skills and expertise to succeed, we would be delighted to hear from you.

Penny Emerit, Chief Executive



Introduction

Isle of Wight NHS Trust (IWT) and Portsmouth Hospitals University NHS Trust (PHU) provide NHS care for a population of 800,000 people in Portsmouth, South East Hampshire and on the Isle of Wight. Our 11,000 staff operate from two main sites: Queen Alexandra Hospital in Portsmouth and St Mary's Hospital in Newport, Isle of Wight. Both Trusts are rated 'Good' by the CQC.

Isle of Wight NHS Trust (IWT) and Portsmouth Hospitals University NHS Trust (PHU) first formed a strategic partnership in 2019 and appointed single chair in 2020 to support IWT to deliver sustainable services and to provide the scale and critical mass needed to overcome the challenges of providing acute care to the small, physically remote island population. In 2023 the two Trusts deepened the partnership further, appointing a single CEO and executive team to work closely together to deliver excellence in care for our patients and communities. Each Trust is a statutory organisation, but with aligned governance arrangements and operating through Boards and Committees in-common.

IWT provides Acute and Ambulance services to the Isle of Wight population of 142,000 people. The acute and ambulance services have a workforce of 3600 people, approximately 280 beds and a turnover of £280m. Based at the heart of the Island, handling 22,685 admissions each year, St Mary's Hospital in Newport is our main base for delivering acute services for the Island's population. Services include the Emergency Department (A&E), the Urgent Treatment Centre (by referral only) Emergency medicine and surgery, planned surgery, intensive care, comprehensive maternity, Special Care Baby Unit (SCBU) and paediatric services, with 1,338 births last year.

We have recently invested circa £5m to improve our facilities for patients, We have a new helipad as part of our Trauma Unit status, completely refurbished our Emergency Department and Pathology, and also heavily invested in a Communications Centre, where all of our 999 and NHS 111 calls are taken.

The Islands ambulance service delivers all emergency and non-emergency ambulance transport for the Island's population. The service operates from a single base across the Island, with 21,712 emergency calls and 25,292 emergency vehicles dispatched each year.

Portsmouth Hospitals provides secondary care and specialist services to a local population of approximately 675,000 people across Portsmouth and South-East Hampshire and some tertiary services to a wider catchment area in excess of two million people. The Trust has a turnover of £600m and employs over 8,700 staff, making PHU the largest employer in Portsmouth. Queen Alexandra Hospital started life more than a century ago as a military hospital. Today is it one of the largest and most modern hospitals on the South Coast, with 1,200 beds housed in light, bright, ensuite wards.

Our busy Emergency Department treats in excess of 166,511 patients each year. WE also undertake 65,000 day cases and carry out over 9,600 inpatient operations. Our maternity services deliver around 5,320 babies per year, making it one of the largest maternity services on the South Coast.

Queen Alexandra Hospital is also the largest of the four military hospital units in the UK. Personnel from all three-Armed Services are fully integrated into the Trust, working alongside their civilian counterparts.

Isle of Wight NHS Trust and Portsmouth Hospitals University NHS Trust have a shared vision and ambition for the populations they serve. Working together as one provides the best opportunity for both Trusts to deliver this vision.

The following sections describe our shared vision and strategic aims and provide further information about each Trust and our partnership.

Our vision, values and strategic aims



Our shared vision

Isle of Wight NHS Trust (IWT) and Portsmouth Hospitals University NHS Trust (PHU) have a shared vision which sets the ambition for both Trusts: **"Working together to deliver excellence in care for our patients and communities."**

Working together

We are ambitious for what we can deliver for our communities and people. We work together – within teams, across teams in each hospital, across our two hospitals and with partners in the wider health and care system – to deliver our vision.

To deliver excellence in care

We will always pursue excellence. Delivering excellence in care means providing the best possible outcomes and experience, with services that are efficient and sustainable.

For our patients and communities

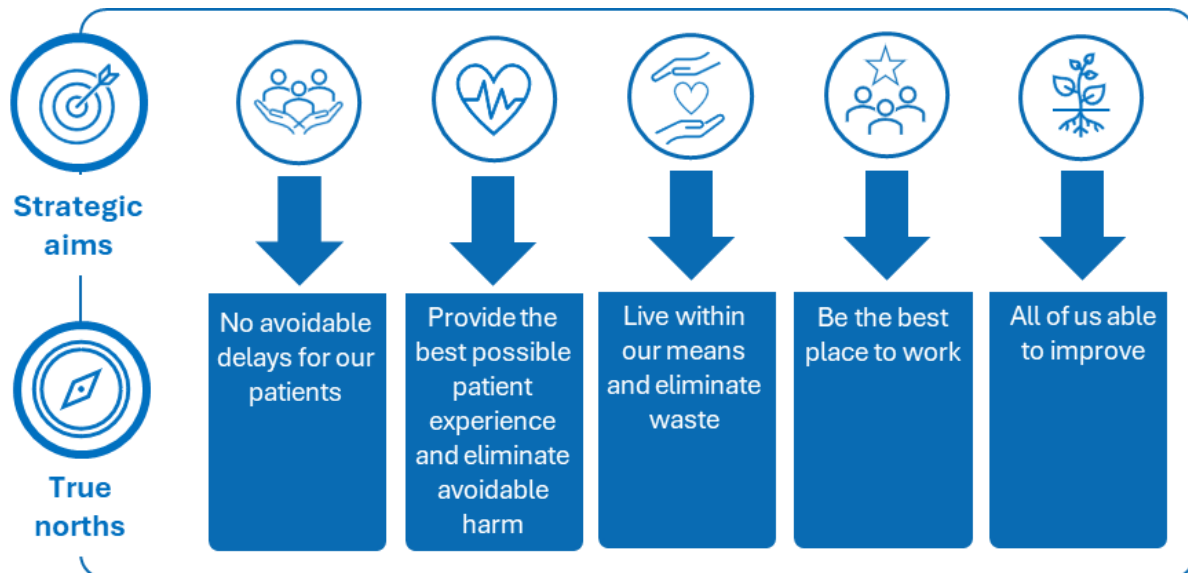
Listening and learning, we serve alongside families, carers, our people and our partners to meet the needs of our patients and communities.

Our values

Each Trust has four core values that were developed through extensive engagement with staff and that describe how we expect each of us to work together and provide care for our patients. All of us who work at IWT and PHU, whatever our role, commit to upholding these values. We seek to create a culture that enables us need to take prompt action when we observe behaviours that are not in line with our values and support each other to do that. To help us live our values, we have described the behaviours that we expect of each other in each Trust. During 2024 an aligned description of our behaviours is being developed with staff. This will further strengthen our work to create the culture we need to deliver our vision, in each Trust and together.

Strategic Aims and True Norths

Our shared **Strategic Aims** are the key priorities enabling us to deliver our vision, tailored to the next five years, describing what we are committing to do. They define our focus and give clarity to our people, partners and communities about what matters most and how we will do this. Associated with each strategic aim we have **True North**, which guides us in assessing the impact and success of our actions in the delivery of our strategy.



About Isle of Wight NHS Trust

The Trust employs around 3,600 staff and has a turnover of £280m. Operating as part of the Isle of Wight health and care system, IWT currently delivers the following services.

Acute Care Services

Based at the heart of the Island, with 246 beds and handling 22,685 admissions each year, St Mary's Hospital in Newport is our main base for delivering acute services for the Island's population. Services include the Emergency Department (A&E), the Urgent Treatment Centre (by referral only), Emergency medicine and surgery, planned surgery, intensive care, comprehensive maternity, Special Care Baby Unit (SCBU) and paediatric services with 1,338 births last year.

We have recently invested circa £5m to improve our facilities for patients. We have a new helipad as part of our Trauma Unit status, completely refurbished our Emergency Department and Pathology and also invested heavily in a Communications Centre where all our 999 and NHS111 calls are taken. We are fortunate to have services based within the Communications Centre that enable us to divert the calls to the most appropriate place immediately, which prevents patients needing to make several phone calls to receive appropriate care.

Ambulance Services

The Island's ambulance service delivers all emergency and non-emergency ambulance transport for the Island's population. With 21,712 emergency calls and 25,292 emergency vehicles dispatched each year the service operates from a single base across the Island. The service is also responsible for transporting patients to mainland hospitals when required. Providing both acute and ambulance services provides IWT with significant opportunities to deliver integrated urgent and emergency care.

About Portsmouth Hospitals University NHS Trust

With a turnover of £600m, PHU provides comprehensive secondary care and a number of specialist services to a local population of 675,000 people across South-east Hampshire. We also offer some tertiary services (including the Wessex Renal and Transplant Unit) to a wider catchment in excess of two million people. The Trust employs over 8,700 staff and is the largest employer in Portsmouth.

Our busy Emergency Department treats in excess of 166,511 patients each year. We also undertake 65,000 day cases and carry out over 9,600 inpatient operations. Our maternity services deliver around 5,320 babies per year, making it one of the largest maternity services on the South Coast. In July 2022 we were rated Good by the Care Quality Commission for the second time.

Most services are provided at Queen Alexandra Hospital in Cosham. Included within the modern buildings are:

- 28 theatres - with four dedicated endoscopy theatres, surgical robotic systems and committed funding for a further two theatres.
- Four state-of-the-art linear accelerators.
- Two purpose built interventional radiology suites, two MRI scanners, four CT scanners and a PET scanner.
- State of the art pathology laboratory.
- Neonatal Unit, Level 3.
- Hyper Acute Stroke Unit supporting the third largest stroke service in the country.
- Superb critical care facilities.
- Second generation surgical robots – we have one of the largest robotic surgical programmes in the UK.

We also offer a range of outpatient and diagnostic facilities closer to patients' homes in community hospital sites and at local treatment centres throughout Southeast Hampshire:

- St Mary's Portsmouth - midwifery, dermatology and disablement services.
- Gosport War Memorial Hospital – a range of services including the Blake Maternity Unit, Urgent Care Centre, rehabilitation services and diagnostics.
- Petersfield Community Hospital – we manage the Cedar Rehabilitation Ward and run the Grange Maternity Unit.
- Fareham Community Hospital – rehabilitation services and outpatient clinics.
- Havant Community Services – diagnostics and outpatient clinics.

PHU is a major provider of undergraduate and postgraduate education, working with three universities (Southampton, Portsmouth and Bournemouth). Our hospital also hosts the largest of five Joint Hospital Groups in England. Personnel from all three-Armed Services are fully integrated within the Trust, working alongside their civilian counterparts, helping to treat and care for patients from the local and surrounding communities.

Recruiting and maintaining a high-quality workforce is a major priority. This includes the workforce associated with the Joint Hospital Group, South. This has been essential to maintain safe services, with recruitment overseas playing its part. Investments have been made to increase staffing levels and we have had a significant focus on improving retention of staff. Increased non-elective activity has resulted in a further increase in nursing and medical staff working in the organisation, specifically within the Emergency Department and medical specialties.

The Trust has been highly successful in apprenticeship schemes and has achieved national recognition for this. This is proving to be a great source for future recruitment and the vast majority of apprentices that have been trained have gone on to full time employment. This is an area of increasing focus as we aim to grow a local workforce for the future.

Research and innovation thrives within the Trust which plays a key role in developing multi-disciplinary research and strengthening nursing research ambitions. There are 150 research staff across clinical specialties, increased participation in clinical trials and we receive £8 million in major grants for our research activity.

Our Chief Executive

Chief Executive

Penny joined PHU in January 2018 as Director of Strategy and Performance and later added the Deputy Chief Executive portfolio to her responsibilities prior to taking on the Chief Executive role in 2021. As CEO, Penny led PHU to a second CQC Good rating in July 2022 following a well-led inspection and core service inspection of medicine and urgent care services. She also led the development of the Trust's 'Working Together' strategy.

In May 2023 Penny was announced as Chief Executive of Isle of Wight NHS Trust alongside her role at PHU.

Penny has almost twenty years of experience in healthcare at national, regional and local levels, covering policy, regulation and service delivery with a credible track record of delivery across the NHS in London and the South. Her expertise in strategy development and implementation alongside regulation and performance improvement drives her passion and commitment to delivering sustainable improvement for the benefit of patients, communities and staff.

On her appointment as Chief Executive at IWT Penny said: "I am proud to have the opportunity to lead two very special organisations. Very different in many respects but both with the same determination and commitment to work in partnership to provide the best possible care to the communities we serve."



Penny Emerit

Trust Board

Non Executive Members



Phil Berrington
Interim Chair



Martin Rolfe
Non-Executive Director



Professor Graham Galbraith CBE
Non-Executive Director



Jonathan Plumtree
Non-Executive Director



Vivek Srivastava
Non-Executive Director



Steve Shaw
Non-Executive Director



Christine Slaymaker CBE
Non-Executive Director



Deborah McKenzie
Non-Executive Director



Professor Greta Westwood CBE
Non-Executive Director



Graham Barnetson
Non-Executive Director

Executive Members



Mark Orchard
Deputy Chief Executive &
Chief Financial Officer



Professor Liz Rix MBE
Chief Nurse



Dr John Knighton
Chief Medical Officer



Kelvin Cheatle
Interim Chief People
Officer



Dr Nikki Turner
Chief Transformation
Officer



Joe Smyth
IWT Chief Officer



Dr Anoop Chauhan MBE
Chief Research Officer



Lee McPhail
Interim Chief Delivery
Officer

Job Description

Title: Director of Communications

Reports to: Chief Executive

As the Director of Communications, the key responsibilities are to strategically lead, and be accountable for, the communications function providing professional advice, expertise and leadership on all aspects of communication, staff and stakeholder engagement, maximising opportunities to promote the Trust's work and upholding its brand and reputation.

The post holder will be a major contributor to corporate policies and strategy that support the Trust strategy.

Specific Core Functions

Collective Executive Director Responsibilities

- As an advisor to the Boards in Common, and member of both the IWT and PHU Leadership Teams, contribute to the effective leadership of the Trust.
- Demonstrate participative leadership with adherence to the leadership behaviours.
- Working collaboratively with the Chief Executive and Executive Director and members of both Trust Leadership Teams, take collective responsibility for the delivery of the Trust Integrated Business Plan, and all key targets.
- Working collaboratively with the Chief Executive and Executive Director and members of both Trust Leadership Teams, take collective responsibility for the delivery of the Trust's financial and workforce plans.
- Promote organisational efficiency, demonstrate cost-effectiveness, and embed a culture of value for money and return on investment.
- Assist in promoting and developing the culture of a learning organisation, that is fully committed to providing excellence in both health and customer care, and to providing continuous improvement.
- Ensure the accurate provision of data and at all times comply with the responsibilities as set out in the Trust's Data Quality Policy and Procedures document.
- Participate in the Trusts' On-Call arrangements.

External Communications

- Lead, develop and implement a communications strategy to manage the reputation of the Trust and support its objective to be a provider of choice. This includes advising on optimum strategies (style, approach, materials) to support change and developments within the Trust, along with communications implications of decisions, policies and plans.
- Establish and communicate the key messages and objectives of the Trust in order to promote a positive image and when necessary, limit adverse publicity using a range of media including website, stakeholder magazine, social media and special events.
- Develop procedures, standards and policies around media management, events, VIP visits, corporate identity, patient communications, and other areas of communications and ensure they are implemented consistently and appropriately.
- Ensure that the values of the Trust are reflected in all communications and that the corporate identity is applied consistently.
- Ensure that publicity/marketing materials and patient information are of a high standard and accessible to and appropriate for relevant audiences and reflect the diversity of the communities served by the Trust.
- Lead on communications for responding to a crisis or handling serious incidents.
- Develop and implement a proactive communications strategy that ensures effective, relevant, and timely delivery of key corporate messages to patients, the public, GPs and other stakeholders.

- Lead, develop and implement a stakeholder strategy to manage the reputation of the Trust and support its objective to be a provider of choice.
- Use communications and engagement to build and maximise the reputation of the Trust, enabling all stakeholders to understand the work of the Trust and its role in health care. This includes maintaining relationships with appropriate partner organisations, local political stakeholders, NHS England, the Department of Health, key regulators as well as associated ministers and parliamentarians.
- Ensure the communications strategy is implemented from the routine through to the most demanding of situations where information is highly complex, sensitive, or contentious.
- Lead and facilitate a project which develops the corporate narrative and supporting messages for the Trust and its partners.
- Advise on the Trust's current brand position and facilitate a programme for potential review in line with other strategic objectives.
- Advise the Trust Board on media strategy and handling in order to ensure positive outcomes for the Trust. To include ensuring that the Trust's views are appropriately represented at all times, by overseeing press releases, interviews, consultation responses, statements and briefings.
- Be accountable for the strategic development and sustenance of positive relationships with the media on behalf of the Trust.
- Provide advice to on-call managers and directors on media issues out of hours and provide an 'out of hours' PR / media service.
- Create an online media strategy for the Trust including development of the Trust's website and intranet and social media presence, ensuring they are effective communication tools for use by the public and employees.
- Ensure the production of high quality corporate, patient and staff information including the annual report and quality account.

Internal Communications

- Develop and lead the internal communications strategy and support the Trust's leadership team to deliver its programme of organisational change.
- Provide strategic advice and expertise to support the Trust's objective to build an engaged, informed and motivated workforce, developing opportunities for staff to give feedback and contribute to decision making.
- Manage the strategy for internal communications which ensures relevant and timely communication for all staff groups and communicates key corporate messages reflecting the Trust's vision, values and objectives.
- Oversee the content of all internal communications including the weekly bulletin, monthly team brief, annual Awards, Employee of the Month, staff forums and elements of the Trust's intranet.
- Lead on a strategic, two-way internal communications approach that keeps staff engaged and informed. The approach will be aimed at helping staff to feel valued, involved and with a shared understanding of the Trust's mission, vision, values and goals.
- Lead communications on organisational change and transformation and provide expert advice to programmes and projects.
- Develop and promote effective communications mechanisms to all Trust employees, including team briefing, newsletters, bulletins, face-to-face opportunities, online tools and the intranet.
- Provide communication advice to directors, clinicians and managers and develop an appropriate internal communications programme.
- Facilitate training and development to ensure that appropriate people have the awareness and skills to promote the Trust's objectives and actions effectively.
- Excellent and well-developed communication skills and be able to communicate highly complex, sometimes sensitive/contentious information (including financial information) in an effective and persuasive manner.
- Evaluate and enhance corporate publications, programmes and events including induction, in conjunction with HR and OD.
- Ensure that communication links and strong relationships are developed with all service divisions. Design systems to ensure each division has an equal opportunity to develop its internal and external profile and promote services.

- Communications will involve advising Executive Directors, Governors and Senior Managers, explaining key policy developments and implementing appropriate strategic responses and will be affected through:
 - face to face dialogue and by telephone
 - formal and informal meetings
 - letters, memoranda, e-mail and reports
 - presentations to large groups.

Media Relations and Public Affairs

- Develop and sustain positive relationships with the media, maximise positive coverage and ensure balance in all media coverage, in order to improve public perceptions of, and promote public confidence in, the Trust.
- Train and support staff to ensure the organisation is represented appropriately in its communications with the media.
- Ensure that the Trust's views are appropriately represented at all times by overseeing press releases, interviews, consultation responses, statements, Freedom of Information requests from the media, and ministerial briefings.
- Oversee the provision of an effective press office function which gives accurate and timely responses to media enquiries and monitor media coverage to identify weak areas and develop and maintain strong areas.
- Oversee the production, content and distribution of the annual report. Organise the annual general meeting and other stakeholder events.
- Support and work with the Chief Executive in public involvement.

Branding

- Developing the Trust's strategic narrative, messaging and brand.
- Additional Portfolio and responsibilities may be included, depending on the particular abilities and interests of the successful candidate.

Fundraising

- Develop and establish a framework and governance processes to enable strategic and operational management of successful fundraising across the Trust.
- Provide strong leadership to develop the Trust strategy to create a culture of fundraising and contribute to corporate policies and strategy that support this.
- Responsible for developing the systems, policies and culture to enable and encourage fundraising to happen, including aligning fundraising to the narrative of the organisation and supporting staff of all levels of seniority to fundraise.
- Develop and establish a framework and governance processes that support the Trust's charity in oversight and coordinating the use of special purpose funds.

Communication and Working Relationships

- The post holder will be providing and receiving highly complex, highly sensitive or highly contentious information, where developed persuasive, motivational, negotiating, training, empathic or re-assurance skills are required. This may be because agreement or co-operation is required or because there are barriers to understanding and/or presenting complex, sensitive, or contentious information to a large group of staff.

Analytical and Judgement

- Judgements involving highly complex facts or situations, which require the analysis, interpretation, and comparison of a range of options.

Planning and organising

- The post holder will be responsible for formulating long-term, strategic plans, which involve uncertainty, and which may impact across the whole organisation.

Physical Skills

- The post requires physical skills which are normally obtained through practice over a period of time

Patient Client Care

- Assists patients/clients/relatives during incidental contacts.

Policy and Service Development

- The post holder is responsible for major policy implementation and policy or service development, which impacts across or beyond the organisation.

Financial Management

- The post holder will observe a personal duty of care in relation to equipment and resources used in the course of their work.
- The post holder is responsible for the budget for several services.
- The post holder is responsible for budget setting for several services,
- The post holder is responsible for physical assets for several services
- The post holder hold corporate responsibility for the financial resources and physical assets of an organisation.

Management/Leadership

- The post holder is the line manager for multiple services, with responsibility for appraisals, managing sickness absence, dealing with disciplinary and grievance issues, leading on recruitment and selection, staff development and succession planning and managing all aspects of people management.

Information Resources

- The post holder has corporate responsibility for the provision of information systems for the organisation

Research and development

- Undertakes surveys or audits, as necessary to own work; may occasionally participate in R&D, clinical trials or equipment testing.

Freedom to Act

- The post holder is required to interpret overall health service policy and strategy, in order to establish goals and standards.

Physical effort

- A combination of sitting, standing, and walking with little requirement for physical effort. There may be a requirement to exert light physical effort for short periods.

Mental effort

- There is a frequent requirement for intense concentration.

Emotional Effort

- Occasional exposure to traumatic circumstances, or frequent exposure to highly distressing or highly emotional circumstances.

Working conditions

- Occasional exposure to unpleasant working conditions,

Person Specification

Qualifications

Essential

- Professional Degree / Post Graduate Qualification in Communications, Public Relations or related field or equivalent experience
- Evidence of sustained personal and professional development

Experience

- Extensive experience at a senior level with a large-scale communications function including stakeholder engagement
- Successful track record in dealing with large scale change
- Demonstrable record of improving both internal and external communications in a complex organisation
- Experience of successful media relations including confident handling of press, radio and TV interviews on contentious subjects
- Demonstrable experience of using social and digital media to communicate with key audiences
- Extensive experience of crisis strategy and management

Skills and Knowledge

- High level of political knowledge and influencing skills
- Ability to demonstrate a thorough understanding of NHS structures, processes and current issues
- High order leadership, communication and presentation skills
- Ability to make difficult decisions that support strategic aims and long term vision
- Ability to build relationships with the media, politicians and all key stakeholders

Compliance statement to expected organisational standards

To comply with all Trust Policies and Procedure, with particular regard to:

- Risk Management
- Health and Safety
- Confidentiality
- Data Quality
- Freedom of Information
- Equality Diversity and Inclusion
- Promoting Dignity at Work by raising concerns about bullying and harassment
- Information and Security Management and Information Governance
- Counter Fraud and Bribery

The Trust has designated the prevention and control of healthcare associated infection (HCAI) as a core patient safety issue. As part of the duty of care to patients, all staff are expected to:

- Understand duty to adhere to policies and protocols applicable to infection prevention and control.
- Comply with key clinical care policies and protocols for prevention and control of infection at all time; this includes compliance with Trust policies for hand hygiene, standards (universal) infection precautions and safe handling and disposal of sharps.

- All staff should be aware of the Trust's Infection Control policies and other key clinical policies relevant to their work and how to access them.
- All staff will be expected to attend prevention and infection control training, teaching and updates (induction and mandatory teacher) as appropriate for their area of work, and be able to provide evidence of this at appraisal.
- To perform your duties to the highest standard with particular regard to effective and efficient use of resources, maintaining quality and contributing to improvements.
- Ensure you work towards the Knowledge and Skills Framework (KSF) requirements of this post. KSF is a competency framework that describes the knowledge and skills necessary for the post in order to deliver a quality service.
- Your behaviour will demonstrate the values and vision of the Trust by showing you care for others, that you act professionally as part of a team and that you will continually seek to innovate and improve. Our vision, values and behaviours have been designed to ensure that everyone is clear about expected behaviours and desired ways of working in addition to the professional and clinical requirements of their roles.
- Ensure you adhere to and work within local and national safeguarding children legislation and policies including the Children Act 1989 & 2004, Working Together to Safeguard Children 2013, 4LSCB guidance and the IOW Safeguarding Policy.
- Ensure you adhere to and work within the local Multiagency safeguarding vulnerable adults policies and procedures
- Ensure that you comply with the Mental Capacity Act and its Code of Practice when working with adults who may be unable to make decisions for themselves,
- Ensure that you maintain personal and professional development to meet the changing demands of the job, participate in appropriate training activities and encourage and support staff development and training.
- Respect the confidentiality of all matters that they may learn relating to their employment and other members of staff. All staff are expected to respect conform to the requirements of the Data Protection Act 1998, including the responsibility to ensure that personal data is accurate and kept up to date.
- If your employment is to a post that requires you to be registered with a professional body, the continuation of your employment is conditional upon you continuing to be registered with the appropriate professional body. The Trust will require evidence of current registration.
- Proactively, meaningfully and consistently demonstrate the Trust Values in your every day practice, decision making and interactions with patients and colleagues.
- Perform any other duties that may be required from time to time.

This job description may be altered, from time to time, to meet changing needs of the service, and will be reviewed in consultation with the post holder.

Employment Package

Salary

The salary package is negotiable, depending on the experience and portfolio of the candidate and includes participation on the Director on call rota.

Tenure

The appointment is substantive. The post holder will be employed by Portsmouth Hospitals University NHS Trust.

Superannuation

The NHS Pension Scheme is available.

Sickness/Maternity Regulations

NHS Sickness/Maternity Regulations will apply.

Annual Leave

The Trust offers a generous annual leave entitlement where typically most full-time staff will be entitled to 27 days annual leave plus bank holidays. 27 days will increase to 29 after 5 years NHS service and after 10 years' service this will then increase to 33 days.

Relocation

A relocation package is available, conditions apply. Removal expenses are paid in accordance with the Trust policy. Interview accommodation will be available on request.

Personal/Professional Development

The Trusts strongly encourages and supports on-going personal and professional development for all staff.

Car Parking

Car parking is available.

Health and Fitness Centre

The Oasis Wellness Centre provides exclusive gym, indoor heated swimming pool and a series of health and treatment services, available for PHU and QA staff.

Benefits

There are a number of benefits offered to employees of the Trusts. Our most recent exciting schemes are the options to lease a brand new car and to purchase electrical goods via salary sacrifice.

Conditions of Employment

The following conditions must be met before the Trust will confirm an offer of employment:

- Confirmation of eligibility to work in the UK
- Identity checks
- Disclosure and Barring Service Check
- References and employment history
- Validation of qualifications
- Health Screening
- Professional registration (where applicable)

Criminal Convictions

Employees must declare full details of all criminal convictions or cautions under the Rehabilitation of Offenders Act 1974. The information given will be treated in the strictest confidence and taken into account only where the offence is relevant to the post applied for. Additional checks will be undertaken via the Financial Services Authority.

References

It is a condition of employment that references are provided which are acceptable to the Trust. These must cover the most recent six years of employment history.

The Locations

The South Coast is a great place to live and work, benefiting from easy access to London by rail and road. Whether it's the tranquillity of the Isle of Wight, the historic naval character of Portsmouth, Southampton or the New Forest, the area has much to offer. Southampton Airport is close by with flights to both domestic and international destinations and direct cross-channel ferry services to France and Spain are also just moments away.

The Isle of Wight offers visitors and residents an amazing coastline with beautiful countryside, year round sporting events, festivals and award-winning attractions. For those with children, the Island is an ideal place to bring up a family, offering state, private schools and further education.

The Island boasts many picturesque towns and villages within easy commuting distance with house prices remaining significantly cheaper than most regions of the Southeast of England. The island provides access to an enormous range of outdoor pursuits, ranging from surfing, sailing, fishing and sea swimming, to walking, rambling and running across the downs and coastal pathways.

They say that 'good things come in small parcels', and at just 23 miles across by 13 miles high, you'll be amazed by how much the Isle of Wight packs in! Over half the island is designated as an Area of Outstanding Natural Beauty, with its rich variety of distinctive landscapes. The island is full of attractions, from adventure parks and botanical gardens to a steam railway and a garlic farm.

It is often argued that the Isle of Wight is the sunniest place in the UK, averaging 37 hours of sunshine per week, in comparison to a national average of 29 hours. Ventnor in particular benefits from a unique microclimate that has been likened to the Mediterranean.

Island Life means there's always something going on to occupy the mind, body or soul. The headline acts are its world famous music festival and its annual Cowes Week celebrations.

Portsmouth is the second largest city in Hampshire on the south coast of England. Notable for being the United Kingdom's only island city, Portsmouth is located mainly on Portsea Island. It is a most appealing location, with stunning sea views from the Southsea seafront, where the four miles of beach are backed by the green spaces of Southsea Common. Adding to the "feel good" factor, Portsmouth receives more sunshine per annum than most of the UK and is much milder, with Portsdown Hill to the North deflecting cold winds.

The City of Portsmouth has a population of over 238,000 and the Portsmouth Urban Area, which includes Fareham, Portchester, Gosport and Havant is the 14th largest urban area in the United Kingdom, Portsmouth combines with Southampton to form a single metropolitan area with a population of over a million. Portsmouth is situated 64 miles (103 km) south west from London and 19 miles (31 km) south east of Southampton.

As a significant naval port for centuries, Portsmouth is peppered with fascinating architecture portraying its rich history and inspiring characters like Admiral Nelson and Charles Dickens. England's naval reliance on Portsmouth led to the city becoming the most fortified in Europe. Many of the city's impressive former defences now host museums or events and are popular city attractions. In the historic dockyard lies HMS Victory, the Mary Rose and HMS Warrior.

Although smaller than in its heyday, Portsmouth provides a major dockyard and base for the Royal Navy and Royal Marine Commandos whose Headquarters resides there. The city also hosts the headquarters of BAE Systems Surface Ships.

Bringing it right up to date Portsmouth has benefited from major investment, widespread redevelopment and a buoyant local economy. Portsmouth now offers impressive new locations, proving highly attractive for relocations. The Spinnaker

Tower is a most striking recent addition to the city's skyline and emblematic of just how much Portsmouth has revitalised. It is located in the redeveloped 'stone frigate', which is now a thriving area of shops, restaurants, clubs and bars known as Gunwharf Quays.

Port Solent is the south coast's premier destination marina. Boat lovers of all kinds are drawn to this marina and its unique atmosphere of bars, restaurants and boutiques. The city has two theatres with wide ranging programmes including an increasing number of national tours. The Portsmouth Guildhall hosts numerous musical events along with various other established music venues.

Portsmouth offers the most impressive range of activities for sports enthusiasts. The city is home to a professional football team and rugby club. Water sports are very popular here, particularly sailing, yachting and rowing. The Southsea Common is a popular focus for a wide range of leisure activities throughout the year including a kite festival, running events and live music.

Commuting Information

The Isle of Wight and Portsmouth enjoys a prime location on England's south coast, well served by first class air, road, rail and sea connections to the rest of Britain and Europe.

Portsmouth has several mainline railway stations, on two different direct South West Trains routes to London Waterloo via Guildford and via Basingstoke. There is a South West Trains stopping service to Southampton Central (providing connections to Cross-country services to Birmingham and Manchester), and a service by First Great Western to Cardiff Central via Southampton, Salisbury, Bath and Bristol. Southern also offer services to Brighton and London Victoria.

By road, The A3 links Portsmouth to London, with the M27 and M3 providing popular alternative routes. The M25 is around an hour away from Portsmouth. The M27, M3 and A34 provide the other major routes to the Midlands and the North of England.

Portsmouth Harbour has passenger ferry links, car ferry and hovercraft services to the Isle of Wight. Portsmouth Continental Ferry Port has links to Caen, Cherbourg-Octeville, St Malo and Le Havre in France, plus Santander, Cantabria, in Spain and the Channel Islands.

There is a regional airport at Southampton; with flights to many European destinations as well as UK mainland cities.

When it comes to visiting family and friends or even if you choose to commute, there are numerous ways of getting to and from the island. Transport links to and from the Isle of Wight from the Mainland (Southampton, Portsmouth and Lymington) include:

Wightlink operates car ferry services from Portsmouth to Fishbourne and Lymington to Yarmouth with journey times around 40 minutes. There is also a catamaran passenger service from Portsmouth to Ryde with a crossing time of 22 minutes: www.wightlink.co.uk

Red Funnel operates a car ferry service from Southampton to East Cowes taking 60 minutes. The Southampton to West Cowes Red Jet service offers a short journey of 25 minutes for passengers only: www.redfunnel.co.uk



Hover travel operates a passenger hovercraft service from Southsea to Ryde with a journey duration time of just 10 minutes: www.hovertravel.co.uk

From the ferry ports there is easy connection to all main rail links and roads in the UK. There is a free bus from the Red Jet terminal in Southampton to the central railway station.

By train, London is only 96 minutes from Portsmouth and 90 minutes from Southampton.



How to Apply

Key Dates

Closing date for applications –

Applications Should Include:

- A **Covering Letter** explaining why the appointment interests you, how you meet the appointment criteria and what you specifically would bring to the post.
- A **Curriculum Vitae (CV)** with education and professional qualifications and full employment history. It is also helpful to have daytime and evening telephone contact numbers and e-mail addresses, which will be used with discretion. The CV should include names and contact details of three referees, ensuring that the three referee's covers at least the last six year period. References will not be taken without applicant permission.
- All candidates are also requested to complete an Equal Opportunities Monitoring Form which will be available upon submission of your online application. If you submit your application via email you will receive the Equal Opportunities Monitoring Form via email link during the process. This will assist Portsmouth Hospitals University NHS Trust in monitoring their selection decisions to assess whether equality of opportunity is being achieved. The information you give us will be treated as confidential and is for monitoring purposes only; it will not form part of the application process.
- The successful applicant will be subject to Occupational Health, qualifications and Disclosure and Barring Service checks and is subject to the Fit and Proper Persons Requirement (FPPR). All organisations regulated by the Care Quality Commission need to ensure that successful candidates meet the Fit and Proper Persons Requirement (Regulation 5, The Health and Social Care Act 2008 (Regulated Activities) Regulations Act.

This means that the care provider must not appoint a director unless:

- The individual is of good character;
- The individual has the qualifications, competence, skills and experience which are necessary for the relevant office or position or the work for which they are employed;
- The individual is able by reason of their health, after reasonable adjustments are made, to properly perform tasks which are intrinsic to the office or position for which they are appointed or to the work for which they are employed;
- The individual has not been responsible for, been privy to, contributed to or facilitated any serious misconduct or mismanagement (whether lawful or not) in the course of carrying on a regulated activity or providing a service elsewhere which, if provided in England, would be a regulated activity; and
- None of the grounds of unfitness specified in Part 1 of Schedule 4 apply to the individual (e.g. bankruptcy, sequestration and insolvency, appearing on barred lists and being prohibited from holding directorships under other laws)
- Good character is measured by the criteria set out in Part 2 of Schedule 4 of the Regulations:
- Whether the person has been convicted in the UK of any offence or been convicted elsewhere of any offence which if committed in any part of the UK would constitute an offence; and
- Whether a person has been erased, removed, or struck off a register maintained by a regulator of a health or social work professional body.

