



JOB DESCRIPTION

TITLE	Head of Clinical Services
WORKING HOURS	35 hours per week to be split over 4 or 5 days
LOCATION	Nationwide cover but based at either Peter O’Sullivan House, Newmarket or Jack Berry House, Malton
REPORTING TO	Chief Executive
RESPONSIBLE FOR	3 x Lead Clinicians and 1 x Clinical Governance Lead
SALARY	NHS Band 8a/b equivalent depending on experience
START DATE	September 2022

Overall purpose of the role:

- To be accountable for the clinical management at the IJF Rehabilitation Centres and satellite hubs
- To lead the delivery of a safe and effective service by the IJF, ensuring policies and procedures are followed by all clinical staff and Centre Managers and are consistent across all sites
- To ensure that all areas of clinical service are appropriately recorded and audited optimising the use of the Charity IT systems
- To contribute to the strategic development of the IJF clinical provision
- To be an integral member of the Senior Leadership Team

Principle duties and responsibilities:

- To offer direct line management to the Clinical Teams, setting the standards for the rehabilitation service and ensuring that the highest possible standard of care is delivered to all
- Working with the Clinical Leads and Practice Manager/ Governance Lead to develop the clinical services, policies, and procedures of the Injured Jockeys Fund
- Conduct appraisals of lead Clinicians and agree on and co-ordinate Clinical CPD
- To monitor, analyse and assess the clinical operational performance across the three main sites
- Working with the Charity’s medical consultant to help enhance the overall operational and strategic rehabilitation activities of the charity

Essential skills / requirements for this role:

- A breadth of experience in clinical governance and clinical service management
- Experience of managing multi-disciplinary teams
- Experience of delivering health services outside of a hospital environment
- Exceptional IT skills and the ability to audit and report on medical data
- Commitment to the delivery of high-quality care and a passion for excellence



- A well-developed understanding of Care Quality Commission standards
- An ability to occasionally manage distressing and emotional circumstances with staff, patients, and their care
- An ability to achieve compliance through strong team leadership and the implementation of best practice
- An ability to work flexibly, travelling to directly manage teams at the Regional Centres

Governance

- To work within all Injured Jockeys Fund policies and procedures
- To work in line with all Health and Safety guidance
- Adhere to the seven pillars of clinical governance, and the Caldicott principles

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We take pride in our team, and are committed to furthering our progress regarding equality, diversity, and inclusion. We welcome people from all backgrounds, ethnicities, cultures, and experiences and do not discriminate on the grounds of gender, sexual orientation, marital or civil partner status, pregnancy or maternity, race, colour, nationality, ethnic or national origin, religion or belief, disability, or age.

All appointments will be subject to full DBS and reference checks.

Applications close at 5pm Friday 3rd June, first interviews will be held on Tuesday 21st June, with a start date of September 2022.

To apply, please visit our website www.injuredjockeys.co.uk/careers