

Role description	
EAST OF ENGLAND CLINICAL SENATE VICE-CHAIR (two posts)	
Who can apply?	The position of East of England Clinical Senate vice-chair is restricted to existing Clinical Senate Council Members.
Remuneration	Payment, preferably on a secondment basis, will be made for four programmed activity (4 x p.a.) sessions per month.
Responsible to	East of England Clinical Senate chair.
Responsible for	In addition to their responsibilities as a Clinical Senate Council Member, the vice-chairs will support the Clinical Senate chair, acting in the absence of the chair and taking on specific responsibilities to be agreed with the chair post appointment.
Base	NHS England Midlands and East (East) Office, West Wing, Victoria House, Fulbourn, Cambridge CB21 5XA. Some travel is expected as part of the role.
Time commitment	Four PA sessions per month, in addition to the (unpaid) time commitment as a Clinical Senate Council member of circa one day per month for council business and additional days where required (depending upon availability) as an independent member of clinical review panels and / or work groups.
Appointment and Term of Office	Appointment as vice-chair will be for a two year period following a formal, open, recruitment process.

Clinical Senates – an introduction

The 12 Clinical Senates across England were established in 2013 to provide independent clinical advice and strategic guidance to commissioners to support service transformation, with the aim of improving the healthcare in their region.

Clinical Senates bring together health and care professionals from a wide range of health, public health and social care. Together with patient input, this unique range of expertise, skills and knowledge from all health and care settings, including commissioning, enables Clinical Senate to provide sound expert clinical advice to support strategic planning and proposals for change and improvement.

In addition to providing advice to inform major service change, including NHS England's service change assurance process,¹ Clinical Senates also:

- Offer general advice early in any reconfiguration or transformation process, including the development of new service models.
- Facilitate cross system working
- Support the formation of effective clinical hubs.

The East of England Clinical Senate comprises a Clinical Senate Council and a wider Clinical Senate Assembly.

The Clinical Senate Council is a small multi-professional steering group of senior clinicians and professionals. Membership is by appointment for a two year period. This group co-ordinates and manages the business of the Clinical Senate; it maintains a strategic overview across our region and is responsible for the formulation and provision of advice working with the broader Clinical Senate Assembly.

East of England Clinical Senate Assembly is a diverse multi-professional membership forum that provides Clinical Senate council with ready access to experts from a broad range of health and care professions. Membership of the assembly encompasses the 'birth to death' spectrum of NHS care and includes patient and citizen representatives. Members are self nominated.

More information on East of England Clinical Senate, what it does, how it works and current Clinical Senate Council members can be found at <http://www.eoesenate.nhs.uk/>

¹ [Planning, assuring and delivering service change for patients, published 1 November 2015](#)

East of England Clinical Senate vice-chair: role purpose and key requirements

In addition to their role as a member of the Clinical Senate Council, the appointed vice-chair will have specific responsibilities. The vice-chair will:

- carry out the chair's duties in their absence, with the acknowledgement of the Clinical Senate Council as being capable and appropriate to do so;
- take the Clinical Senate Council chair when the chair declares a conflict of interest in an item that excludes them from the discussion / decision;
- provide support and assistance to the chair in carrying out their responsibilities and to act as a confidential 'critical friend' and sounding board;
- work with, and if appropriate deputise for, the chair to represent the Clinical Senate in appropriate forums locally, regionally and nationally;
- take a lead on specific areas of work, to be agreed with the Clinical Senate chair
- undertake a range of activities including visits to local authorities and other stakeholder bodies to raise the profile and understanding of Clinical Senate; and
- in the absence of the chair, approve publication of Clinical Senate communications and advice.

Other Council members may approach the vice-chair if they are concerned about the work or judgement of the chair. The vice-chair will then discuss any issues arising with the chair.

Supporting the Clinical Senate chair

The vice-chairs will be expected to support the chair in the discharge of their role. To that effect, an overview of the responsibilities of the role of the Clinical Senate chair role is laid out below with the key skills and qualities required of the vice-chair to support the chair in their role.

The chair of Clinical Senate is responsible for leading the strategic and operational development and delivery of coherent and effective Clinical Senate (in the East of England), ensuring activities are aligned to and support commissioners in achieving outcome ambitions for patients and benefits to population health

The chair of Clinical Senate has overall responsibility for clinical leadership, engagement and influence in Clinical Senate activities and the key aspects of the Senate chair role are to:

- Improve service quality, outcomes and patient experience;
- Enable patient and public involvement
- Enable clinical leadership
- Promote equality and reducing inequalities
- Promote partnership and cross boundary working
- Provide Leadership for transformational change.

Key criteria for membership of the Clinical Senate Council:

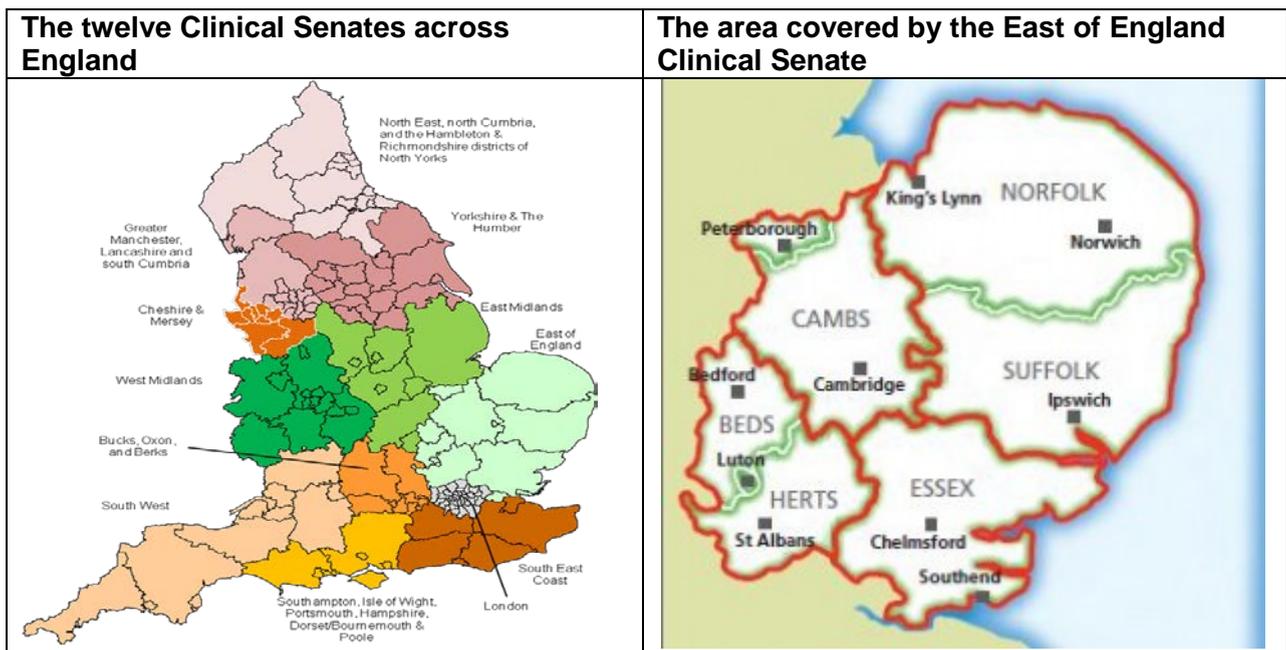
- An experienced senior health or care professional actively involved in health care development, design, commissioning and /or delivery, able to command respect of clinical and non-clinical professionals, patients and the public;
- Able to demonstrate a continual commitment to quality, promoting high standards to consistently improve patient outcomes;
- In depth understanding of opportunities and challenges in improving health and health and care services in the East of England;
- Significant experience of clinical leadership at a strategic level;
- Demonstrable commitment to listening, involving, respecting and learning from the contribution of others;
- Competent dealing with confidential, complex and sometimes ambiguous information, data and proposals and confident and willing to give an independent strategic clinical view;
- Ability to develop effective multi-professional relationships at a leadership level and across boundaries;
- Able to act independently and with integrity.

Clinical Senate council members will be required to ensure compliance with all confidentiality and governance requirements of Clinical Senate and NHS England and adhere to relevant professional codes of conduct and champion the NHS Constitution.

Person specification for Clinical Senate vice-chair

Values and behaviours
Demonstrable commitment to and focus on quality, promotes high standards to consistently improve patient outcomes
Demonstrably involves patients and the public in their work
Consistently puts clinicians at the heart of decision making
Values diversity and difference, operates with integrity and openness
Works across boundaries, looks for collective success, listens, involves, respects and learns from the contribution of others
Uses evidence to make improvements, seeks out innovation
Actively develops themselves and others
Demonstrable commitment to partnership working with a range of external organisations
Skills and capabilities
The ability to act independently and with integrity
The ability to actively participate in collaborative networks
The ability to deal with ambiguity and complexity
Able to navigate and negotiate through the wider health, social care and political landscape.
Highly developed interpersonal, negotiation, feedback, partnership working skills
Able to assimilate complex and lengthy information, advise and make recommendations
Able to develop effective and mutually supportive relationships at a leadership level and across boundaries
Strong intellectual, strategic, and systemic thinking skills, with the ability to think creatively and laterally to achieve outcomes.
Demonstrable commitment to listening, involving, respecting and learning from the contribution of others
The ability to support, and accept, a collective view
Knowledge
Good understanding of health system landscape and dynamics and current policy
Knowledge of evidence based policy making and NHS governance
Experience
Senior leadership experience in the NHS, operating at or close to Board level
Experience of operating in complex, highly political environments
Experience of developing, applying and reviewing an evidence-based approach to decision making
Experienced clinician with credibility and the ability to command the respect of all clinical and non-clinical professionals.
Excellent leadership skills and the ability to build and motivate high performing teams
The ability to deal with ambiguity and complexity
Ability to communicate with stakeholders and the media, and convey complex messages to different recipient groups.
Experience and understanding of Clinical Senate business and activity.
Qualification
Clinician with current registration to appropriate professional body.

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The East of England covers an area of about 7,500 square miles with a population of around 5.85 million (2011 census). Essex has the highest population in the East of England. Other information you might find interesting:

- East of England Clinical Senate is one of three Clinical Senates in the NHS England Midlands and East region; the other two are West Midlands and East Midlands Clinical Senates.
- There are 19 Clinical Commissioning Groups in the East of England and 27 NHS Trusts, of which 16 are Foundation Trusts.
- There are 11 upper tier local authorities of which six are unitary authorities and 40 District/Borough authorities. There are six Health and Wellbeing Boards.
- Within the East of England there are 58 MP constituencies: in the 2015 elections 52 seats are held by Conservative incumbents, four Labour (Cambridge, Luton South, Luton North and Norwich South), one UKIP (Clacton) and one Liberal Democrat (north Norfolk).
- East of England is a constituency of the European Parliament with seven elected MEPs. Elected in 2014 and serving for five years are two Conservative MEPs, four UKIP, and one Labour.