NHS CONFEDERATION

NHS Providers

Community NETWORK

ROLE DESCRIPTION

Community Policy Manager (fixed term)

NHS Providers
One Birdcage Walk, London SW1H 9JJ
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Registered charity 1140900. Registered in England & Wales as company 7525114.
Registered office: One Birdcage Walk, London SW1H 9JJ

Job Title:	Community Policy Manager
Initial term:	One year fixed term contract
Salary:	From £45,000
Location:	London
Website:	www.nhsproviders.org
	www.nhsconfed.org

ABOUT OUR TWO ORGANISATIONS

NHS Providers

NHS Providers is the membership organisation for NHS public provider trusts. We represent every variety of trust, from large acute and specialist hospitals through to ambulance, community and mental health trusts. We have 99% trusts in membership, collectively accounting for £70 billion of annual expenditure and employing more than 964,000 staff. These trusts provide the full range of NHS services in hospitals, the community and at home.

NHS Providers is the single voice for NHS public providers, recognised for our effective lobbying and influence within government, as a promoter of shared learning, and as a provider of exceptional support and development for NHS trusts and foundation trusts.

Our vision is to be an outstanding membership organisation for all NHS providers, unrivalled in the influence, voice and support we offer members. Our mission is to support trusts to deliver high quality, sustainable NHS care for patients and service users.

NHS Providers is a member-owned charity with a board of elected trustees working with and for our members to promote a vibrant and sustainable NHS public provider sector. The board meets ten times a year and is chaired by Dame Gill Morgan. Membership of NHS Providers is open to all NHS foundation trusts and trusts.

NHS Confederation

The NHS Confederation is the only membership body that brings together and speaks on behalf of all organisations that plan, commission and provide NHS services. Our members are drawn from every part of the health and care system and join 560+ organisations connected to the NHS Confederation.

We have three roles:

- to be an influential system leader
- to represent our members with politicians, national bodies, the unions and in Europe
- and to support our members to continually improve care for patients and the public.

All of our work is underpinned and driven by our vision of an empowered, healthy population supported by world-class health and care services; and our values of voice, openness, integrity, challenge, empowerment.

PURPOSE OF THIS ROLE

This is an exciting opportunity to work with two influential organisations and alongside providers of community services to influence the national agenda on community services. NHS Providers and the NHS Confederation have launched a new Community Network for trusts and community interest companies that provide NHS community services. This post would deliver the policy work programme for this network, provide secretariat support for the network board and provide

project support for commissioned projects. Working with the support of the network chair, network board and senior colleagues from NHS Providers and the NHS Confederation, this role will focus on driving the policy and influencing work on key priority issues that affect providers of community services. The post-holder will also provide secretariat support for the network board and project support for an externally commissioned project.

NATURE AND SCOPE

This position will be focused on supporting the work of the Community Network. The network aims to shape national system thinking on the importance and role of community services in system transformation, as well as focusing on key policy issues that enable the delivery of high quality community care.

The Community Network has the following strategic objectives:

1. To articulate and promote the role of community services in the development of the system as it evolves, transforms and implements the integration ambitions set out in the Five Year Forward View;
2. To influence national system thinking on the importance and role of community services in system transformation and to affect change on key policy issues that enable the delivery of high quality community services;
3. To provide a strong national voice for community services and become the 'go to' place for community services and key point of contact for the national bodies (such as NHS Improvement, NHS England, the Care Quality Commission and Department of Health);
4. To develop a network that the full range of NHS community service providers feel they equally own and are committed to; and
5. To develop strategic relationships with interested organisations on issues of common interest, such as the National Association of Primary Care on integration and engagement with primary care; Public Health England on issues relating to population health and prevention; and the Local Government Authority on social care.

The post holder will be responsible for delivering key policy projects and leading on aspects of our work to influence the national agenda on issues pertinent to providers of community services.

Specialist knowledge is not essential for success in this role - the key requirement is to have an understanding and appreciation of the policy issues facing providers of community services and the capability to hit the ground running and deliver on policy projects. The role will be of interest to all applicants who wish to broaden their experience of health policy or to deepen their understanding of a provider perspective within the health system.

ACCOUNTABILITIES

The policy and network manager will be expected to:

- Lead the policy and influencing activity on behalf of the network focussing on key policy priorities, including the delivery of key policy products
- Work with colleagues across NHS Providers and the NHS Confederation to establish the network by putting in place relevant systems
- Oversee the delivery of the network's work programme and provide secretariat support the network board
- Build and maintain relationships with key stakeholders, identifying opportunities to influence
- Through own professional networks and relationships, create opportunities for the network Chair to meet ministers, the national bodies and other senior stakeholders
- Work with communications colleagues to promote the voice of the network in key debates about community services
- Work with communications colleagues across NHS Providers and the NHS Confederation to secure high-profile media appearances

- Working with colleagues across NHS Providers and the NHS Confederation plan and deliver 3 network events for chairs, chief executives and managing directors of community services, including developing an agenda and securing high profile speakers
- Represent the network in external events and activities
- Support the development of a business plan which ensures the growth of the network

PERSON SPECIFICATION

ATTRIBUTES	ESSENTIAL CRITERIA	DESIRABLE CRITERIA
Experience	• Preparation of accessible high quality reports on complex issues – for example policy positions, national consultations and member briefings • Experience of planning and delivering events • Being a respected external advocate for an organisation • Experience of policy development in a comparable setting • Managing complex stakeholder relationships	• Experience of membership-based representative organisations • Experience of policy development in a health setting
Knowledge	• Educated to degree level or equivalent • An understanding of the challenges facing public sector organisations in the current financial climate	• Degree level qualification • Knowledge of the health and care sector
Skills	• Project management • Ability to understand, interpret and analyse complex information and technical detail • Ability to work independently and drive a policy work programme with little supervision • Excellent verbal, written, analytical and presentation skills • Excellent relationship building and influencing skills and the credibility to work directly with senior individuals • Ability to work under pressure and prioritise to meet deadlines • Ability to work across networks • Ability to contribute effectively to a team	