



LEAD SCIENTIST

INFORMATION FOR CANDIDATES

ABOUT THE TRUST

The Shrewsbury and Telford Hospital NHS Trust (SaTH) is the main provider of acute hospital services for around half a million people in Shropshire, Telford & Wrekin and mid Wales.

Encompassing some of the most picturesque parts of England and Wales, the Trust's catchment stretches from the Cambrian Mountains in the west, to Newport and the fringes of the Black Country in the east.

The main towns include: Bridgnorth, Ludlow, Market Drayton, Oswestry, Shrewsbury and Whitchurch (in Shropshire); Newport, Telford and Wellington (in Telford & Wrekin); and Newtown and Welshpool (in Powys) – all beautiful and unique.

Our main service locations are The Princess Royal Hospital (PRH) in Telford and The Royal Shrewsbury Hospital (RSH) in Shrewsbury which are located 20 minutes drive apart. Together they provide 99% of our activity. Both hospitals provide a wide range of acute hospital services including accident & emergency, outpatients, diagnostics, inpatient medical care and critical care.

We also provide services such as consultant-led outreach clinics at Telford, the Robert Jones and Agnes Hunt Orthopaedic Hospital, Gobowen and the Bridgnorth, Ludlow and Whitchurch Community Hospitals.

We employ more than 6,000 people, and hundreds of colleagues and students from other organisations also work in our hospitals. We benefit from around 1,000 wonderful volunteers, and our main charitable partners are the League of Friends at The Royal Shrewsbury Hospital, Friends of The Princess Royal Hospital, and the Lingen Davies Cancer Appeal which is based at The Royal Shrewsbury Hospital.



OUR VISION AND VALUES

The Shrewsbury and Telford Hospital NHS Trust is an organisation that strives to provide high quality, safe care for our patients in an environment which our staff are proud to work in

Our Vision:

“To provide excellent care for the communities we serve”

Our Values:



OUR VISION

We believe that by adhering to our Vision and working with our Values in mind we can behave in a way which will ensure the right results for the people that matter most – our patients and their families.

OUR VALUES

Our Trust Values provide a guide for our daily lives which we are all expected to uphold, both at work and when we are representing the Trust.

Our Values were developed by staff and our patients, so they represent what is important to us within the organisation and the way we should all behave towards patients, carers, visitors, partners and each other.

You will see our Values throughout the Trust; they are not just words on a page, they represent what we are about here at SaTH. We want patients and their families to say that the care and service they receive from all of us is consistently high-quality, safe, effective, and personalised, so the feelings behind the Values shouldn't come as a surprise to anyone working in the NHS.

The reason why it is important that they are clearly written down is, so we all know what's expected, and none of us are surprised if we are asked to explain any unacceptable behaviour. Ultimately, if we follow our Values, we will provide services that are better for our patients and better for each other.

COLLEAGUE BENEFITS

GENERAL

27 days annual leave entitlement at joining, increasing with length of service, plus 8 bank holidays

Flexible working policies

Generous maternity pay and 2 weeks full pay paternity leave

Colleague recognition scheme and long service awards

Option to buy and sell additional annual leave

Greener travel initiative, including cycle to work scheme and lift share

Childcare information and support available, including onsite nurseries

Discounted bus passes with Arriva

FINANCIAL

Access to various local and national discounts via various external websites

- Blue Light Card
- Health Service
- Discounts NHS

Generous Pension scheme

Access to a financial support booklet

Pre-retirement courses

Free Will writing service

Savings and Loan schemes

HEALTH AND WELLBEING

PSYCHOLOGICAL SUPPORT

- Coaching
- Mental Health First
- Aiders Chaplaincy

PHYSICAL SUPPORT

- Fast track physiotherapy service Free
- eye test vouchers

HEALTHY LIFESTYLES AND EMOTIONAL SUPPORT

- Slimming World referral scheme Staff
- cervical screening service Long Covid support
- Access to wellbeing/rest rooms
- Menopause support including advocates, webinars, toolkits, clinics, and bi-monthly meet ups Men's
- Health - Bi-monthly forums and men's MOT
- Sleep School Wellbeing Support

Discounts with local gyms

LEARNING AND DEVELOPMENT

COACHING AND MENTORING

Opportunities to grow, develop and perform at your best

LEADERSHIP ACADEMY

Leadership and management training for all levels of staff

ACCESS TO ELEARNING COURSES

Many eLearning modules to learn from with access available at home

APPRENTICESHIPS

There are a growing number of apprenticeship opportunities at SaTH across all disciplines

Secondment and acting-up opportunities

Support to complete qualifications such as NVQ, Masters etc. whilst on the job



JOB DESCRIPTION

Job Title	Lead Scientist
Band	8B
Directorate	Pathology
Accountable to	Centre Manager
DBS Required?	No

JOB OVERVIEW

- To work closely alongside the Clinical Director (CD) and Centre Manager (CM) as part of a triumvirate leading the pathology service.
- To act as the lead scientist across all pathology services, and to promote scientific excellence.
- To support the services across all of our sites, including those remote of the two main hospitals.
- To share leadership of the portfolio of strategic and operational projects across pathology with CD and CM. To act as deputy for the CD and CM as required.
- To manage the pan-pathology Teams, taking overall responsibility for their safe and effective operation and service delivery and to manage resources allocated against agreed objectives. IT, Quality, Phlebotomy, Transport, Stores, and Specimen Reception and be managerially responsible for health and safety across Pathology in accordance with local, Trust, and National legislation.

MAIN DUTIES AND RESPONSIBILITIES

Working alongside the CD and CM - Manage the day-to-day delivery of pan-pathology services within the agreed specification. Where there are shortfalls, take corrective action in the short term, escalate to CD and CM and if the service is not achieving the required standard implement contingency plans. In the medium term, identify any shortfalls in performance and indicate remedial action, identifying all resource issues affecting delivery of service. In the long term maintain continuity of service by having tried and tested contingency plans.

Responsibility for staff:

- The post holder will be expected to ensure that high professional standards are maintained and promoted.
- The post holder will be expected to undertake staff appraisals as appropriate and to ensure that systems are in place for the appraisal of all staff within the Centre in accordance with national and Trust practice.
- The post holder will ensure that systems are in place to identify training needs throughout the Centre and to contribute to training planning activities across Pathology.
- The post holder will be responsible for the promotion of lifelong learning within the Centre.

Responsibility for patients/clients:

The post holder will be accountable for the delivery of pan-pathology services (IT, Quality, Phlebotomy, Transport, Stores, and Specimen Reception).

Responsibility for resources:

- The post holder will be responsible for budgetary management and ensure compliance with statutory requirements and Trust financial policies and procedures.
- The post holder will authorise invoices and be responsible for ordering consumable and non consumable stock items.
- The post holder will be responsible for ensuring that systems are in place for the collection, monitoring and analysis of relevant finance-related information.
- The post holder will take an active role in budget setting in order to agree annual revenue budget.
- The post holder will identify cost pressures during the course of the financial year and ensure account is taken at budget setting.
- The post holder will identify capital expenditure both for replacement of existing assets and service development.
- The post holder will ensure best practice in the procurement of supplies and equipment

Responsibility for Administration:

- The post holder will ensure that systems are in place for the collection of activity data using departmental, Trust and national databases.
- The post holder will be responsible for ensuring that systems are maintained to record a range of management information within the Centre, this includes, personnel, finance, quality, Health and safety, and other information

Strategic and Service Responsibilities:

- The post holder, along with the CD and CM will create a vision for the Centre, with strategic milestones, which can inform the annual business plan.
- The post holder will promote good customer care and ensure excellent communication with service users.
- The post holder will ensure the Centre has robust business continuity plans.
- The post holder will be responsible for standards of practice within the Centre.

- The post holder will be expected to achieve and maintain compliance with all appropriate regulatory bodies.
- The post holder will be expected to ensure that each department works under the Centre-wide quality management system.
- The post holder will be expected to explore and implement service developments working closely with service users and other appropriate individuals

Knowledge, Training & Experience (Areas of Specialism):

- The post holder is expected to have gained a BSc and Masters or equivalent in Biomedical Sciences, with an extensive post registration experience in a senior position within one of the constituent specialities.
- The post holder is expected to be managerially competent in a range of operational areas, to include Human Resources and Finance.
- The post holder will have expert knowledge in one or more specialist areas within the Centre and will develop a comprehensive understanding of key departmental issues while in post.

Analytical & Judgemental skills:

- The post holder will be expected to manage and prioritise a highly complex workload under pressure.
- The post holder must balance the wide ranging clinical and managerial priorities of a multi-specialty role taking into consideration, clinical opinion, staffing and final constraints, conflicts in prioritisation and service demands. This will involve making a range of business decisions in complex and unique situations where a range of conflicting expert opinions may exist along with external influences.
- The post holder in collaboration with other member of the senior pathology team, will be expected to prepare the departmental contribution to the annual Pathology Business Plan.
- The post holder will be required to liaise with appropriate individuals over significant incidents in order to identify causes and implement necessary remedial action.
- The post holder will be expected to resolve complex departmental, technical and clinical problems referred by senior members of staff such as interpreting unusual and abnormal patterns of results.
- The post holder will act as an expert point of contact in their field

Planning and Organisational Skills:

- The post holder will ensure that each department has an appropriate workforce, in order to deliver a service which meets local and national standards. Define safe staffing levels, by grade for each site and ensure that these levels are met on a daily basis. Report by exception if daily staffing levels cannot be met.
- The post holder will design a rolling workforce plan which can be refreshed each year as part of the annual planning process.
- The post holder will ensure appropriate succession planning is in place supported by individual personal development plans and a Departmental plan.
- The post holder will ensure appropriate training and assessment is in place to provide a competent workforce and to fulfil requirements of CPD.
- The post holder will ensure the Centre adopts best practice for recruitment and selection; induction and appraisal; management of change; absence management; and discipline and grievance

Communication and Working Relationships:

- The post holder will be responsible for ensuring that systems are in place to facilitate the effective management of all scientific and support staff within pan-Pathology Team in line with Trust policies and procedures. This would include recruitment and selection, deployment, training, induction and disciplinary matters.
- The post holder will be responsible for ensuring that effective working relationships are developed and maintained in order to achieve the objectives of Pathology and the Care Group.
- The post holder will be responsible for ensuring that effective and appropriate communication systems

are in place throughout the Centre.

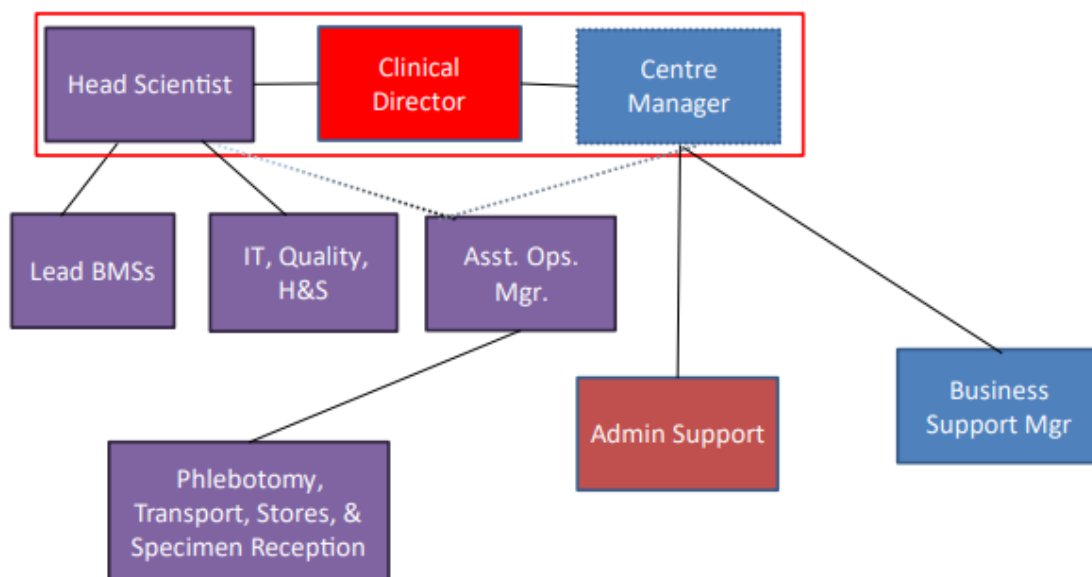
- The post holder will be responsible for ensuring that time and resources are managed through effective teamwork, leadership and motivation. Balancing multiple priorities across a range of pathology specialties and service areas.
- The post holder will be expected to represent the Centre in internal and external negotiations, meetings, seminars and conferences as appropriate. This could be on an ad hoc or regular basis.
- The post holder will be expected to provide positive leadership to all staff within the Centre. This will include presenting complex sensitive or contentious information to large groups of staff.
- The post holder will facilitate staff involvement in production of the departmental element of the business plan.
- The post holder will be expected to develop appropriate professional links, both internal and external to the Trust and to support training, education, and quality through involvement in professional activities whilst acting as an ambassador for the Trust

Responsibility for Research and Development:

- The post holder will be expected to participate in, support and encourage research & development activities within the Centre as appropriate.
- The post holder will regularly be required to test and evaluate new methodologies and equipment within the Centre. The post holder must develop and maintain procedures for such testing and ensure that these are followed by all staff as necessary. The post holder must ensure that auditable records of such testing and evaluation activities are maintained.
- The post holder will be required to participate in national audits as the audit lead or assistant.

Organisational chart

Pathology Senior Structure





PERSON SPECIFICATION

The following pages contain a description of the qualifications, skills, experience, knowledge and other attributes a candidate should ideally possess to successfully perform this role.

QUALIFICATIONS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • BSc (Hones) in Biomedical Sciences, or equivalent • MSc Biomedical Sciences, or equivalent or higher • Certificate of Expert Practice in Leadership and Management or Diploma in first line management or equivalent • Fellowship of the Institute of Biomedical Science, or equivalent • Registered with the Health and Care Professions Council (HCPC) 	<ul style="list-style-type: none"> • NEBOSH-holder, similar evidence of health and safety expertise or a commitment to attaining the NEBOSH certificate.

EXPERIENCE AND KNOWLEDGE

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Significant experience as a Band 8a BMS, in a relevant discipline • Extensive experience of operational management • Extensive, specialist knowledge and understanding of the full range of work undertaken in the departments. This includes a good grasp of technical aspects of a wide range of methods and instrumentation. • Experience of service development and business planning. • Significant experience of Quality Management systems Up-to-date knowledge of UKAS, HTA, HPA Standards and their application within the area of expertise • Significant experience in Human Resource management and HR policy implementation • Significant experience of education, training and mentorship of pathology staff. • Proven experience of leadership and management Knowledge of putting the principles of research and innovative 	<p>Experience in professional roles such as:</p> <ul style="list-style-type: none"> • UKAS Assessor • IBMS Examiner • Participation in developing EQA schemes • Teaching Biomedical Science

<p>ideas into practice.</p> <ul style="list-style-type: none"> • Strategic awareness of current issues within Pathology • Experience of active participation in UKAS quality assessments & accreditation visits • Up-to-date knowledge of UKAS Standards and their application within the area of expertise • Experience of using a range of IT applications, including Microsoft Office and Pathology computer systems 	
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SKILLS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Excellent verbal and written communication skills • Ability to manage and prioritise a complex workload under pressure in line with agreed deadlines and schedules • Ability to work independently • Ability to manage and prioritise a complex workload under pressure. • Able to offer a supportive approach to others in achieving objectives • Adaptable to change within the job role 	

OTHER

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none">• A style and maturity of leadership that persuades, promotes and engenders respect and loyalty, instilling confidence in others• Self-motivated and Pro-active with a positive attitude• Commitment to the profession.• Desire to develop own skills and expertise (e.g. CPD).• Must be able to demonstrate behaviours consistent with Trust Values.	

GENERAL CONDITIONS

As they undertake their duties, all our people are required to uphold and demonstrate the Trust's core values of: Partnering, Ambitious, Caring and Trusted. Collaboration and partnership are also central to our approach in delivering our fundamental activities of patient care, teaching, and research.

HEALTH & SAFETY

As an employee of the Trust, you have a responsibility to:

- take reasonable care of your own Health and Safety and that of any other person who may be affected by your acts or omissions at work; and
- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to; and
- not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety

INFECTION PREVENTION AND CONTROL (IPC)

The prevention and management of acquired infection is a key priority for the Trust. As an employee of the Trust, you have a responsibility to:

- ensure that your work methods are compliant with the Trust's agreed policies and procedures and do not endanger other people or yourself; and
- be aware of infection prevention and control policies, practices, and guidelines appropriate for your duties and you must follow these at all times to maintain a safe environment for patients, visitors and colleagues; and
- maintain an up-to-date knowledge of infection prevention and control, policies, practices, and procedures through attendance at annual mandatory updates and ongoing continuing professional development; and
- challenge poor infection prevention and control practices of others and to report any breaches, using appropriate Trust mechanisms (e.g. incident reporting policy)

INFORMATION GOVERNANCE AND CYBER SECURITY

The Trust is committed to compliance with Information Governance standards to ensure that all information is handled legally, securely, efficiently, and effectively. You are required to comply with the Trust's Information Governance policies and standards.

- Confidentiality and Security - Your attention is drawn to the confidential nature of information collected within the NHS. Whilst you are employed by the Trust you will come into contact with confidential information and data relating to the work of the Trust, its patients or employees. You are bound by your conditions of service to respect the confidentiality of any information you may come into contact with which identifies patients, employees or other Trust personnel, or business information of the Trust. You also have a duty to ensure that all confidential information is held securely at all times, both on and off site.
- Disclosure of Information - To ensure that information is only shared with the appropriate people in appropriate circumstances, care must be taken to check the recipient has a legal basis for access to the information before releasing it. Upon leaving the Trust's employment and at any time thereafter you must not take advantage of or disclose confidential information that you learnt in the course of your employment, to protect yourself and the Trust from any possible legal action.
- Information Quality and Records Management - You must ensure that all information handled by you is accurate and kept up-to-date and you must comply with the Trust's recording, monitoring, validation and improvement schemes and processes.

PROFESSIONAL STANDARDS AND PERFORMANCE REVIEW

As an employee of the Trust, you have a responsibility to:

- participate in continuous personal development including, statutory and mandatory training as appropriate for the post; and
- maintain consistently high personal and professional standards and act in accordance with the relevant professional code of conduct; and
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates

SAFEGUARDING CHILDREN AND VULNERABLE ADULTS

We all have a personal and a professional responsibility within the Trust to identify and report abuse.

As an employee of the Trust, you have a responsibility to ensure that:

- you are familiar with and adhere to the Trusts Safeguarding Children procedures and guidelines
- you attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to your role

SOCIAL RESPONSIBILITY

The Trust is committed to behaving responsibly in the way we manage transport, procurement, our facilities, employment, skills, and our engagement with the local community so that we can make a positive contribution to society. As an employee of the Trust, you have a responsibility to take measures to support our contribution and to reduce the environmental impact of our activities relating to energy and water usage, transport and waste.

CONTINUOUS IMPROVEMENT

The Shrewsbury and Telford Hospital NHS Trust is committed to creating a culture that puts Continuous Improvement at the forefront of our transformational journey and our aim is to empower colleagues at all levels have the confidence, capability, passion, and knowledge, to test changes and make improvements at SaTH and in the communities we serve.

Following a successful five-year partnership with the Virginia Mason Institute in the USA, SaTH continues to further develop and embed the Trust's approach to Continuous Improvement at all levels of the organisation. You will be supported by an Improvement Hub, which will provide the necessary expertise to support you make improvements, while also providing training at various stages of your time at SaTH, as part of your continuing professional development.

EQUAL OPPORTUNITIES AND DIVERSITY

The Shrewsbury and Telford Hospital NHS Trust is striving towards being an equal opportunities employer. No job applicant or colleague will be discriminated against on the grounds of race, colour, nationality, ethnic or national origin, religion or belief, age, sex, marital status or on the grounds of disability or sexual preference.

Selection for training and development and promotion will be on the basis of an individual's ability to meet the requirements of the job.

The Shrewsbury and Telford Hospital NHS Trust the post-holder will have personal responsibility to ensure they do not discriminate, harass, bully, or contribute to the discrimination, harassment or bullying of a colleague or colleagues, or condone discrimination, harassment or bullying by others.

The post-holder is also required to co-operate with measures introduced to ensure equality of opportunity.

NO SMOKING POLICY

The Trust is a no smoking/e-cigarette/vaping organisation except for designated external areas, in accordance with Trust Policy.

MISCELLANEOUS

This job description is an outline of the key tasks and responsibilities of the post and is not intended to be an exhaustive list. The job may change over time to reflect the changing needs of the Trust and its services as well as the personal development.





The Royal Shrewsbury Hospital

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Minicom: 01743 261213

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Mytton Oak Road

Shrewsbury

SY3 8XQ

Getting to The Royal Shrewsbury Hospital

The Princess Royal Hospital

Telephone: 01952 641222

Minicom: 01952 641222 Ext: 4995

Address:

The Princess Royal Hospital

Apley Castle

Telford

TF1 6TF

Getting to The Princess Royal Hospital