East of England Leadership Fellowship

Role Profile: Emerging Talent Fellow

Role Profile:	Emerging Talent Fellow	**Grade:**	**Trainees** Must hold an East of England National Training Number (NTN). This role is for trainees GPST2 and above and all other Specialties ST3 and above working within an East of England Training post only. We are unable to accept applications from trainees currently working in any other region. **SAS & LEDs** LED or SAS Doctor who will be working in the EoE for at least the next twelve months.
Line Manager:	Associate Dean for Leadership	**Accountable to:**	Postgraduate Dean, or nominated deputy NHSE East of England Office
Hours of work:	4 Sessions (Flexible according to negotiated time out of	**Training/Work arrangements:**	**Trainees** This role may or may not extend the length of your training, depending upon specified

	clinical work)		competencies within your Specialty. You **must** obtain prior written agreement from your TPD and the Trust which will be employing you at the time of the Fellowship (the latter part is not relevant to GP trainees) that you will be allowed to take up the role **before** submitting your application. If you are appointed and you are currently working full time you will need to complete a Less Than Full Time (LTFT) form (available on the HEE EoE website) https://heeoe.hee.nhs.uk/faculty-educators/less-full-time-training **SAS & LEDs** Applicants **must** obtain prior agreement from their Director of Medical Education and the service lead in their employing trust that they will be allowed to take up the role **before** submitting their application.
Type of contract:	This post is offered on a 12 month only basis and is non-renewable on completion. NHSE will fund your percentage of fellowship time/work directly to your employing trust based on your basic salary You will be paid via your employing	**Length of agreement:**	12 months

	trust for your Fellowship work at the same time as you would be paid for your clinical role and at the same percentage of full time.		
Requirement to travel:	Whilst some work will be undertaken virtually, travel to and from NHSE EoE's offices in Victoria House will be required at times and when necessary to other sites in the Region.		
Role purpose and context	NHSE EoE is committed to providing outstanding training for all trainees whatever their country of origin. The role of the Emerging Talent Fellow is to support NHSE EoE in developing its strategy for delivering management and leadership training for our trainees in all specialties and at all stages of their training. The Emerging Talent Fellow will work closely with the Associate and Deputy Postgraduate Deans responsible for management and leadership and the Faculty Development Team. They will act as a conduit between the central team and the trainees, gathering and disseminating relevant information. Fellows have the opportunity to build mentoring, teaching, leadership and project management skills, whilst experiencing cross specialty working to deliver sustainable improvement to the training experience.		
Role objectives	To contribute to the development of the NHSE EoE strategy for management and leadership training. To identify a suite of resources to help deliver the strategy. To promote the use of the resources in order to allow trainees to meet their relevant curriculum. requirements and to encourage trainees to develop an interest in healthcare management and leadership. To help in the creation of an area in the NHSE EoE website for Management and Leadership Training.		

Criteria	Essential	Desirable
Education and level of experience	MBBS or equivalent NHSE East of England NTN number	

	GP ST2 or above / ST3 or above in all other specialities ***(not applicable to SAS & LEDs)***	
Experience	Previous experience in a leadership role and/or supporting the delivery of a project	Cross specialty or multi-professional teaching Resource development
Skills, Abilities & Knowledge	Committed to delivering high quality Improvement Excellent organisational abilities, including: • Ability to forward plan • Ability to keep on track to deliver • sustainable outcomes • Time management and prioritisation • Skills Adept in using MS Office (Excel; Word; Power Point); Internet; Email Well-developed people management and leadership skills. Ability to work collaboratively across grades, specialties and professions. Ability to work both independently and as part of a team. Great interpersonal and communication skills that will enable you to: • articulate vision • communicate effectively	Social media / website skills

	• encourage ability • engage well with a variety of • stakeholders • inspire & motivate Personally, you should be open to challenge and have flexibility in your approach and ideally in your working hours	

Project Examples

1. Developing a Blended Learning Programme for leadership that meets curricula requirements: 1. develop pre-course reading material 2. Deliver hybrid model of learning.
2. To engage with Next Step Programme Fellows and utilise their skills/knowledge in delivering leadership.
3. To continue to provide leadership training to Foundation Hub days and to maintain/update the online leadership offering from NHS England East of England.
4. To review and maintain our online modular program/'Leadership Ladder' on the PGVLE.

Any other projects that are noteworthy may also be considered; this list is not exhaustive.

One year of higher education funding

NHS England East of England

Fellows will be offered funding (based on sessional amounts) for one year of higher education:

- A PGCert
- A PGDip (if the trainee already has a PGCert)
- A Masters (if the trainee already as a PGDip)

During interview, we would be pleased if the candidate could confirm an interest in completing any of the above. Any of the above programmes would need to be started within the year of the fellowship, with approval from the line manager.

Key responsibilities:
To make a significant contribution to NHSE EoE's goal to improving management and leadership training for our trainees.
To work with the relevant Associate and Deputy Postgraduate Deans to agree a Programme of Work which is aligned to NHSE EoE's priorities
To engage on a regular basis with the relevant Associate and Deputy Postgraduate Deans, providing written updates or reports to evidence progression with the assignment and project delivery, as well as provide an annual report on the work that has been completed, progress made, and areas of difficulty/concern.
To attend drop-in sessions with the other NHSE EoE education fellows
To be a leading voice for our trainees, feeding back to NHSE EoE on key issues to support our decision-making processes
To engage with individuals and programmes within NHSE EoE across related areas to share knowledge and skills.
To encourage the sharing of good practice between Schools and between Local Education Providers.
To undertake any other duties which may be deemed appropriate for this role and which may develop over a period of time.
To comply at all times with all policies, guidelines and protocols of the NHS.
Engagement and attendance at the NHSE Leadership development training programme. Engagement/attendance at educational sessions offered by our Faculty.

Robust succession planning in order to ensure the sustainability of the post.