

# **NHS Regional Clinical Leadership Fellow Scheme 2022/23**

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**Information pack**  
February 2022

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## About the scheme

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NHS England and NHS Improvement, in partnership with the Faculty of Medical Leadership and Management (FMLM), are delighted to launch the 2022/23 NHS Regional Clinical Leadership Fellow Scheme.

The scheme was established in 2021 to develop aspiring clinical leaders; creating opportunities to gain first-hand experiences of system leadership, transformation, and service improvement; nurturing skills that will create more effective leaders in a complex, evolving and more integrated NHS of the future.

*“As well as being an enriching opportunity for individuals, this scheme offers a unique opportunity for the NHS to recognise the contribution of clinical leaders during the pandemic and beyond.”*

**Jacqueline Davies**, Director of Leadership and Lifelong Learning, People Directorate, NHS England, and NHS Improvement

The scheme is managed by FMLM, the UK professional home for medical leadership, which has run the prestigious National Medical Director, Chief Dental Officer and Chief Pharmaceutical Officer’s Clinical Fellow Schemes for the past ten years.

*“The NHS Regional Clinical Leadership Fellow Scheme has given me the opportunity to reflect, learn, grow, be challenged, and gain insight to so many different parts of the NHS that I didn't know existed. If you are looking for a challenge, to learn about something new, retain your clinical role and be prepared to work outside of your comfort zone, then this scheme is for you.”*

**Sally Rudge**, Nurse, NHS Midlands Regional Clinical Leadership Fellow 2021/22

Clinical Leadership Fellows will be based in NHS regional teams across England for 12 months. They will be given opportunities to lead key projects that contribute to regional and national priorities including workforce planning, redesigning clinical pathways, and reset and recovery from COVID. Fellowships are available as less than full time opportunities to allow clinicians to maintain their clinical roles.

The scheme is supported by a comprehensive educational programme, including action learning sets to enhance leadership capabilities, and shared learning to maximise multi-professional working. Clinical Fellows will have opportunities for joined learning with counterpart national schemes in England, Wales, Scotland, and Northern Ireland.

On completing the 12-month scheme, fellows will join the prestigious alumni network, established to bring together a diverse pool of national and regional clinical fellows, that continues to support leadership development as they progress through their careers.

We hope you will consider this exciting opportunity as an important step in your leadership career.

Good luck with your application.

## Job description and personal specification

Working basis	0.6FTE
Duration	12 months – September 2022 to August 2023
Employment basis	Secondment only
Salary	Fixed salary contribution to employers of £25k, equivalent to an NHS Agenda for Change Band 7 at 0.6 FTE. See 'Salary' in this document for further details.
About the role	<p>Clinical Leadership Fellows will be hosted within the National Clinical Leadership Development team of the People Directorate of NHS England and NHS Improvement and placed in one of the seven regional teams of NHS England and NHS Improvement (subject to availability of posts):</p> <ul style="list-style-type: none"> <li>• East of England</li> <li>• London</li> <li>• Midlands</li> <li>• North East and Yorkshire</li> <li>• North West</li> <li>• South East</li> <li>• South West</li> </ul> <p>Clinical Leadership Fellows will support the regional leaders and teams in a system-facing programme of project work in relation to the delivery of NHS Long Term Plan.</p>
Job description	<p>As a Clinical Leadership Fellow, the post holder will work as part of a dynamic team in delivering an effective service supporting managers and staff across a regional team.</p> <p>Contribute to regional and national priorities including workforce planning, redesigning clinical pathways, and reset and recovery from COVID.</p> <p>The post holder will:</p> <ul style="list-style-type: none"> <li>• <b>Lead projects of significant scope</b> ensuring that they are planned, managed, and delivered effectively.</li> <li>• <b>Engage with a range of stakeholders</b> subject to the requirements of the project or workstream, producing high quality project materials, correspondence and papers supporting effective communication and stakeholder management, both internally and externally.</li> <li>• <b>Be responsible for the targeting of resources</b>, monitoring spends, implementation and evaluation of the tasks/projects including complex information and analysis,</li> <li>• <b>Be a fully contributory member of the team</b> bringing recent clinical experience to inform the work of the NHSE/I regional team.</li> </ul> <p>The role offers a significant opportunity to help shape national and regional initiatives. You will be working directly to a senior lead, collaborating with teams across NHSE&amp;I and engaging with a wide variety of partners and stakeholders.</p>

	<p>The post provides a significant career development opportunity to build networks, acquire a deep system appreciation whilst supporting the delivery of key programmes of work.</p> <p>The role supports the business in driving transformation as well as value for money in planning, commissioning, and service. The role is designed to build a combination of subject matter expertise and technical skills to develop a strong service delivery.</p>
<p>Educational activities</p>	<p>Clinical Leadership Fellows will be supported in their leadership learning by a blended education programme designed to cover a wide range of critical development themes around: developing self, team, and multi-professional working; working within systems at all levels; and understanding local and national politics.</p> <p>The education programme includes action learning sets to support development. Attendance of the development programme is mandatory and is an essential element of the fellowship.</p> <p>Fellows are expected to share their learning and participate in the ongoing work of the NHS Leadership Academy and FMLM.</p>
<p>Travel requirements</p>	<p>Some travel may be required within the region on an ad hoc basis.</p>

## Eligibility and Selection criteria

The scheme is open to the following professional groups that meet the essential eligibility requirements: dentists, pharmacists, nurses, midwives, healthcare scientists, allied health professionals and doctors (including public health specialty trainees from a background other than medicine and trust grade, staff grade or associate specialists).

Applicants must be able to meet the following eligibility criteria at the time of application.

Eligibility criteria
<b>Qualifications</b>
<p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>• Educated to master's level or equivalent level of experience in relevant profession/specialist area</li> <li>• Full registration, and in good standing, with relevant professional body: e.g. GMC, GPhC, GDC, NMC, HCPC, AHS</li> <li>• Public health specialty trainees from a background other than medicine must be on the UK public health specialty training scheme and enrolled with the Faculty of Public Health.</li> </ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>• Member of relevant professional body</li> <li>• Prior leadership or management training/qualification.</li> </ul>
<b>Career progression</b>
<p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>• Satisfactory progression through training or career to date as evidenced by satisfactory outcomes in relevant assessments, appraisals, or examinations</li> <li>• Evidence of post qualifying and continuing professional development</li> <li>• Doctors must: <ul style="list-style-type: none"> <li>○ have completed both years of foundation training</li> <li>○ not have gained a Certificate of Completion of Training (CCT)</li> <li>○ or be at a level of Staff grade or associate specialist</li> <li>○ not participating in additional fellowships or secondments during fellowship year</li> </ul> </li> <li>• Nurses, midwives, healthcare scientists, allied health professionals, pharmacists, dentists must have experience at team leader level equivalent to an NHS Band 7 role</li> <li>• If applicable (i.e., for postgraduate medical trainees) meets HEE's 'out of programme experience (OOPE) requirements or other required permission</li> <li>• Must not hold/held a formal, established senior leadership role equivalent to Head of Department, consultant etc.</li> </ul>
<b>Other</b>
<p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>• Demonstrable skills in both written and spoken English to enable excellent and effective communication</li> <li>• Must be eligible to work in the UK or participate in this scheme according to visa requirements.</li> <li>• Able to travel across various sites where applicable.</li> </ul>

Personal specification
<b>Knowledge and experience</b>
<p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>● Demonstrates clear leadership aspirations.</li> <li>● Evidence of involvement in leadership and management commensurate with experience, with reflection of personal impact</li> <li>● Demonstrates an understanding of NHS management and resources</li> <li>● Evidence of effective team working and leadership, supported by multi-source feedback or other workplace-based assessments</li> <li>● Good knowledge of the English healthcare system including education, research, service provision, regulation, career structures, medical politics, and ethical issues</li> <li>● Evidence of post qualifying and continuing professional development</li> <li>● Demonstrates understanding of the basic principles of audit, clinical risk management, evidence-based practice, patient safety, and clinical QI initiatives.</li> </ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>● Experience of Change Management or Quality Improvement methodologies</li> <li>● Understanding of the historical context and current thinking of current NHS policy</li> <li>● Evidence of clinical excellence through prizes, awards, presentations, and publications</li> <li>● Additional related postgraduate degrees or equivalent qualifications in healthcare leadership and management.</li> </ul>
<b>Skills Capabilities and Aptitudes</b>
<p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>● Demonstrates an appreciation and application of reflective practices</li> <li>● Excellent interpersonal skills; ability to rapidly build credibility with multiple stakeholders, including senior managers and clinicians</li> <li>● Ability to understand and take account of other perspectives especially with controversial issues.</li> <li>● Ability to provide, present and receive complex, sensitive, or contentious information to large or influential groups and develop a range of options to reconcile strategic and operational issues;</li> <li>● Able to negotiate with stakeholders on difficult and controversial issues, including performance and change</li> <li>● Demonstrates a strong desire for continuous improvement of patient outcomes and experiences</li> <li>● Proven ability to influence others through a <i>can do</i> and <i>positive</i> attitude</li> <li>● Able to build and nurture key professional relationships and networks</li> <li>● Ability to manage competing priorities.</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>● Ability to operate and think at a strategic level and develop a compelling vision for quality improvement and delivery.</li> </ul>
<b>Values and Behaviours</b>
<p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>● Commitment to and focused on quality; identifies opportunities for improvements and promotes high standards in all they do</li> <li>● Able to make a connection between their work and the benefit to patients and the public</li> <li>● Values diversity and difference operates with integrity, compassion, and openness</li> <li>● Respectful of teams; values, encourages and openly celebrates the contribution of others</li> <li>● Actively supports and nurtures development of others</li> <li>● Practices commitment to equality of opportunity and good working relationships.</li> <li>● Role models confidentiality and psychological safety</li> </ul>

- Ability to be adaptable and flexible in the face of uncertainty and change
- Demonstrates probity in all aspects of professional life
- Reflects on past thinking, behaviours and actions and applies learning to current practice
- Seeks and acts on feedback regarding own effectiveness and areas for development.

**Desirable:**

- Refers to national leadership and management standards and frameworks to develop appropriate behaviours and competencies in leadership and management e.g., [FMLM's Leadership and management standards for medical professionals](#).

## Recruitment timeline

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### Timeline

The recruitment timeline\* for the 2022/23 scheme is as follows:

Stage	Dates
Applications open	23 February 2022
Information Webinar 'Inside the scheme'	8 March 2022 – 6pm-7pm
Closing date for applications	23 March 2022, 5pm
Candidates notified of shortlisting outcomes	w/c 11 April 2022
Interviews (virtual)	26-28 April 2022
Candidates notified of interview outcomes	w/c 3 May 2022
Fellowship commences	1 September 2022
Education programme commences	10 September 2022

\*Dates may be subject to change

## Application guidance

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### Application stage

Applications must be received, online by 23 March 2022 at 5pm. Applications received beyond this time will not be accepted.

### **Accessing the application portal**

Applications must be made online through the application portal. To apply, please visit the [clinical fellow scheme webpage](#).

You will be prompted to sign in or create an account on the FMLM website to access the portal.

- FMLM members will need to log in using the email and password linked to their membership account
- Non-FMLM members will need to create a new account. Proceed to 'create new account' and complete the details. Once you have completed this step, you will have access to the application portal. **Membership is NOT required to apply to this scheme.**

\*Please ensure that you do not unsubscribe to bulk emails. This will prevent us from sending you correspondence regarding your application.

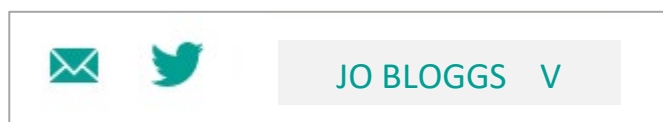
### **Completing your application**

Candidates will be required to provide personal and professional information. Candidates should refer to the selection criteria and application guidance in this document to assist in answering the questions.

- All applications will be assessed against the selection criteria
- We encourage candidates to be concise and clear in answering the questions
- The stage/level of the candidate's career is taken into consideration, when judging the content of the responses provided
- The information provided within the application form, interview, and references will all be applicable when evidencing whether candidates meet the selection criteria.
- Shortlisting is conducted against the criteria provided and is undertaken anonymously

You can save a draft of your application should you wish to complete it at another time. If you save a draft application, please ensure that you return to your application to complete and submit this before the deadline. FMLM will not accept draft applications.

You can access your saved draft or submitted applications under 'My applications' through your profile on the FMLM website at the top of the page.



## Top tips to preparing your application

**Provide clear evidence through examples** – Provide evidence of how your leadership skills and behaviour has translated into practice, corroborate statements with clear examples of the impact and outcome of your actions.

**Be reflective in your writing** – It is important that you are reflective and do not simply provide a description or statement. Reflection is a process in which you consider *why* you do something in a particular way and includes a rationale for your approach. You may find it useful to consider:

- *What are your core values, skills and interests and how are these demonstrated in the example(s)?*
- *How does the example(s) show your approach, what have you learned and how is it relevant to this role/opportunity?*

**Focus on YOUR achievements** – Whilst team working is essential for effective leaders, focus your examples of what you have achieved. Whilst this might be as part of a team, describe *your* contribution and the associated impact. This is your opportunity to shine a light on your skills, contribution, and achievements.

**Remember this is a leadership scheme** – Your clinical competence and achievements are helpful to demonstrate skills and experience, but don't forget that you are applying to a leadership scheme. Reflect on your leadership skills that will demonstrate your leadership competence and potential and how the scheme will make you a better leader and clinician.

**Use your word count** – A word limit is indicated which should allow you with opportunity to provide a sufficient level of detail. Make full use of this space to evidence how you meet the criteria.

### Data protection

- The data we collect is held by the NHS Regional Clinical Fellow Scheme, a joint partnership between the Faculty of Medical Leadership and Management and NHS England and NHS Improvement.
- The information you supply, including, where relevant, sensitive personal data relating to you will only be shared for the purposes of administering the scheme.

### Interview stage

Interviews will be held virtually between 26-28 April 2022. Shortlisted candidates will be sent a link to self-select and book interview slots which are available on a first come, first served basis. Interviews will be held virtually for maximum accessibility; therefore, alternative dates are not available.

Interviews will last for approximately 45 minutes, comprised of a scenario-based task and a question and answer-based panel interview. The scenario will be released to candidates in advance of the interview.

Shortlisted candidates will be sent a link and at least 72 hours before the interview and must:

1. Submit **photo ID** including a passport or driving licence to confirm your identity
2. Complete a **tech test** to ensure that your camera and microphone work
3. DOCTORS ONLY – Written **support** from your Training Programme Director, or equivalent, that an application for less than full time training or OOPE will be supported.

Non-UK/EU applicants will be contacted separately with regards to confirming their **Visa or permit to work**.

After the interview:

- Successful candidates will be sent guidance on next steps and will need to submit a reference within two weeks of accepting the post from their current/most recent employer. Appointment is subject to satisfactory reference submissions.
- Unsuccessful candidates will be sent feedback on their interview within two weeks thereafter.

## Appointment conditions

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### Regional post/preference

- Candidates should apply for posts within NHS regions where they are currently based and employed or where their homes are based.
- Candidates can express an interest in applying for two neighbouring regions, for example London and the South East. Successful applicants will be matched to their 'home' region but 'other preferences' may be taken into consideration should additional posts become available.
- FMLM is unable to facilitate a change between regions once a post has been offered.
- A list of NHS Regions can be found [here](#).

### Distance / Virtual working

Distance or home working is likely to continue to varying degrees in 2022 and possibly 2023. Therefore we recommend that candidates only apply for regions where it would be feasible for them to travel to regional offices and its constituent organisations regularly throughout the week.

### Salary

- Fellows will continue to be paid by their employer.
- The employer will be reimbursed by NHS England and NHS Improvement to a fixed contribution of £25,000, which is equivalent to an average Band 7 role salary for 0.6FTE
- Posts in London attract London weighting contribution as standard.
- It is the responsibility of the candidate to negotiate precise salary arrangements with their employer. For example, where there is a difference between the value of the salary contribution and the candidate's current salary, candidates will be required to discuss this with their employer/line manager directly. The scheme will not take any responsibility for pay arrangements

### Contractual arrangements

- All successful applicants will be appointed to the scheme by way of a secondment arrangement from an existing employer/lead employer.
- It is the responsibility of the successful candidate to arrange secondment arrangements between employers and NHSEI. Successful candidates will be issued with full guidance and will be expected to provide HR and finance contact details of employers upon immediate appointment.
- Early discussions with the relevant training supervisors or line manager about less than full time working are encouraged. Failure to do so may impact your ability to take up a post.

### DOCTORS ONLY

- Doctors between training programmes/completed foundation training (FY2) without a successive training post must still be employed by an NHS trust, Lead employer or organisation for the purpose of participating in the scheme. Successful candidates are responsible for arranging a contract extension with their current employer to cover their entire secondment period and should discuss this with their Training Programme Director/educational supervisor/local HR contact before making an application.

- The fellowship is available as a less than full time (LTFT) opportunity. Candidates should discuss with Training Programme Directors, or equivalent, about taking time out of training. Candidate should also contact their Deanery for guidance on applying for LTFT roles or Out-of-Programme Experience (OOPE) should that be relevant.
- Applicants invited to interview are required to submit written support from a Training Programme Director, or equivalent, that an application for less than full time training or OOPE will be supported.
- For GP trainees with an expected CCT completion date before 1 September 2022, an appointment to the scheme would extend training at the grade they have reached to ensure completion of the scheme within the shorter training window. This should be discussed with the relevant training supervisor upon application.

## Insights from a Clinical Fellow

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### **Zoe Rothery - AHP (Physiotherapist)**

NHS South East Regional Clinical Leadership Fellow 2021/22

The Regional Clinical Leadership Fellow Scheme has enabled me to expand my horizons, gaining access to very senior members of the NHSEI team has helped me fully understand the regional and national NHS agenda.

The fellowship has allowed me to engage in and develop a programme of work that is important for patient care, and through this, broaden my understanding of personalised care, equality, diversity, and inclusion issues.

At the same time, I have had space to learn and reflect on my leadership journey by way of the FMLM education programme. I have enjoyed pushing myself, with the support of senior leaders, to see what I really can achieve.

The year is a steep learning curve and is really challenging, but there is support in place to ensure that you can work at a high level without feeling overwhelmed. It feels safe to push yourself and see what happens, and to take as many opportunities as possible in this short year.



### **Finbarr Canney - Pharmacist**

NHS South West Regional Clinical Leadership Fellow 2021/22

The Regional Clinical Leadership Fellow Scheme is a significant career development opportunity and I enjoy the prospect of collaborating with teams across NHSE&I.

to have personal appointments with many senior leaders has been invaluable and inspiring to develop my ability to foster excellent working relationships and gain exposure to wider perspectives.

I have also been connected to the national clinical fellow schemes, learning from different pharmacists in these cohorts has been extremely motivating and exciting. The joined education approach provides a unique experience to network and start conversations with other clinicians who share similar passions. Clinical leadership is a journey, and the scheme has provided tools and skills to take the next step.



## Frequently Asked Questions

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### Eligibility

**1. I have senior leadership experience; does that enhance my application?**

The scheme is aimed at aspiring future clinical leaders and is therefore not suitable for those that hold or have held established or senior leadership roles in healthcare equivalent to a Head of Department or consultant role.

**2. Can I defer entry to the scheme?**

We are unable to accept applications for deferred entry to the scheme. All posts will commence in September 2022.

**3. I am a doctor approaching or just past my CCT date – am I still eligible to apply?**

You are eligible to apply providing you will not gain CCT before 1 September 2022. Candidates who have completed training by 1 September 2022, regardless of the number of years of training they have undergone, are not eligible for this scheme. Candidates must clearly state their expected CCT date on the application form.

For GP trainees, if successful, an appointment to the scheme would extend training at the grade they have reached to ensure completion of the scheme within the shorter training window.

**4. I am a Foundation Year 1 doctor. Can I apply?**

Unfortunately, you are not eligible to apply, as you will not have gained your Foundation competencies (certificate FACD 5.2) before 1 September 2022. Please consider applying for the scheme in future years.

**5. I am in public health, can I apply?**

Public health specialty trainees from a background other than medicine are eligible to apply for the scheme on the basis that they must be on the UK public health specialty training scheme, enrolled with the Faculty of Public Health and meet the eligibility requirements.

**6. I am a doctor but am currently not in a training programme. Am I eligible?**

The scheme is open to all doctors on a UK recognised training scheme who are in good standing with the General Medical Council and have completed both years of foundation training or equivalent by 1 September 2022 across all specialties. This can include candidates currently out-of-programme, e.g. pursuing a higher degree.

**7. I am a clinician in a band 8 role, will I be paid at my current banding?**

The salary for this post is the equivalent to a Band 7 role salary for 0.6FTE which is commensurate with the post. It is the responsibility of the candidate to negotiate precise salary arrangements with their current employer where there is a difference between the value of the salary contribution and

the candidate's current salary. Candidates can download a copy of the [Employer's Information Sheet](#) that provides guidance for employers for these discussions.

**8. Can international or EEA clinicians apply?**

The scheme is open to all clinicians that meet the eligibility criteria and are eligible to work in the UK or participate in this scheme according to visa and immigration requirements.

If you are uncertain whether your visa entitles you to work in the UK and participate in this scheme, please seek further information from the UK Visas and Immigration website at [www.gov.uk/government/organisations/uk-visas-and-immigration](http://www.gov.uk/government/organisations/uk-visas-and-immigration)

**9. Will I get relocation, daily commuting or travel expenses if selected for a post?**

Relocation and daily commuting fees are not covered. Travel expenses incurred due to work commitments e.g., attending events, conferences etc may be covered as per local policies.

**10. Where will I be based in the different regions?**

Candidates must be prepared to work and travel anywhere within the region when selecting their preferred regional team.

**11. What equipment will I be supplied with?**

A laptop will be arranged for you, and this will be shipped directly to your preferred address.

If you required any additional IT equipment such as a second screen, a keyboard or mouse these can be ordered on the NHS England & Improvement hub (intranet).

**12. There are multiple people from NHS England contacting me, who is responsible for what?**

Both the regional team you'll be working with, and the wider national team are involved in your onboarding process.

You supervisor and/or mentor from the regional team will contact you to arrange your working hours and regional induction.

From the national team HR will contact you regarding your secondment agreement, the Clinical Leadership Development team will also contact you to confirm your details for ESR and the address where your IT equipment should be delivered to.

## Contact us

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For further information or queries, please contact:

✉ [clinicalfellowscheme@fmlm.ac.uk](mailto:clinicalfellowscheme@fmlm.ac.uk)

🌐 [fmlm.ac.uk/clinical-fellow-scheme](http://fmlm.ac.uk/clinical-fellow-scheme)

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