



T: 0131-244 2311  
E: catherine.ross@gov.scot

To  
NHS Board Chief Executives  
NHS Board Nurse Directors  
NHS Board HR Directors  
NHS Board Medical Directors

8 June 2021

Dear Sir/Madam

**Call for expressions of interest**  
**Service Level Agreement – 2 Posts at 0.4 WTE Healthcare Science Professional**  
**Advisor(s)**

An exciting opportunity has arisen for a Healthcare Science Professional Advisor(s) to join the Scottish Government Healthcare Science Unit that sits within the Chief Nursing Officer's Directorate.

As a Healthcare Science Advisor you will lead across a broad national portfolio of work with a particular focus around our Healthcare Science workforce development and educational routes. The post holder will bring specific expertise in relation to professional practice, workforce, quality improvement and educational requirements of those providing health and social care within the wide range of acute and community settings.

The post holder will provide outstanding, highly visible and credible professional leadership, with an ambition around promoting the Healthcare Science workforce, ensuring the principles of the National Performance Framework are embedded in practice and ways of working.

The post holder will report to Catherine Ross Chief Healthcare Science Professions' Officer

This post is offered at a very critical time as Scotland moves through the pandemic and concentrates on how services are remobilised and redesigned. Healthcare Science will be at the heart of this work and strong, visible, leadership is required.

The post is offered as a service level agreement and will be attractive to Healthcare Scientists who are currently in a leadership role and are looking to develop government and Healthcare Science policy skills and who wish to be part of the Chief Healthcare Science team leading, developing and implementing scientific policy at the highest level. Further details of the post can be found at **Annex A**.



Applications in the form of a CV should be submitted to [Catherine Ross](#) together with a 750 word submission detailing;

- what you think are the 3 key areas of work for the next 6 months and
- how your specific professional and leadership skills will be utilised to deliver against these areas of work.

Applicants must have approval from their line manager before applying. The closing date for 28 June 2021 . For further information in relation to the post please contact [Gaye Williamson](#) Interviews will be held in July, date to be confirmed.

Yours sincerely



**Catherine Ross**

## Scottish Government Healthcare Science Professional Advisor(s)

### Job summary

Location: St Andrews House, Edinburgh (working from home arrangements are currently in place during the pandemic).  
 Posts: 2 positions available (both at 0.4 WTE)  
 Hours: 0.4 WTE x2  
 Closing Date: 28 June 2021

### Job Description

1. As a Healthcare Science Advisor you will lead across a broad national portfolio of work with a particular focus around our Healthcare Science workforce development and educational routes. The post holder will bring specific expertise in relation to professional practice, workforce, quality improvement and educational requirements of those providing health and social care within the wide range of acute and community settings.
2. The post holder will be a successful negotiator and persuasive in putting forward their own view and that of the profession where there may be conflicting opinion or absence of information and situational judgment is critical
3. The post holder will work in collaboration with the Chief Healthcare Science Officer (CHCSO) and the Healthcare Science Officer (HCSO) by providing outstanding, highly visible and credible leadership, leading by example ensuring the principles of the National Performance Framework are embedded in practice and ways of working across the Directorate, Scottish Government (SG) and with key stakeholders.
4. The Healthcare Science Professional Advisor will be responsible for ensuring the development and delivery of a wide ranging and challenging HSC portfolio including development and implementation of HSC policy including HSC educational review, transformational roles and workforce planning. The post holder will be required to provide scientific leadership as required in relation to the continued development of the Health and Social care agenda against a backdrop of COVID 19. This will include the provision of professional scientific advice, education and direction to support the remobilisation of health and care services. This will be achieved by building and sustaining strong and effective partnerships across Scottish Government, NHS Boards, Health and Social Care Partnerships where required and other key stakeholders in order to develop excellence in HSC and improve patient care.
5. The post holder will take direction from the CHCSO and will take lead responsibilities across government as designated by the HCS leadership team. The post holder will ensure that all regulatory requirements and standards are fulfilled.

## Main Duties

- Provide support and specialist advice to the Healthcare Science Officer, the Chief Healthcare Science Officer, the Chief Nursing Officer and the Cabinet Secretary for Health and Sport relating to all HCS education and workforce matters.
- Provide high quality advice to Ministers and officials both personally and by advising senior colleagues as necessary within the Directorate and wider Health and Social Care Directorates and actively contribute to policy submissions, PQs and ministerial correspondence.
- Maximise the impact of Scottish Government policies and deliver strategic aims relating to HCS services and workforce as set out in the *National Workforce Plan Parts 1, 2, 3 and the Integrated Plan* and other relevant policies.
- Provide strategic leadership on HCS education and workforce development within the Directorate of the Chief Nursing Officer as well as working effectively across boundaries within the Health and Social Care Directorates and the wider Scottish Government, further and higher education, the NHS and Local Government.
- Bringing operational and leadership awareness of the specific HSC workforce challenges and requirements (including the Health and Care (Staffing) (Scotland) Act 2019) to ensure that educational and skills development meets the needs of that workforce for the future. Working with key partners including Health workforce, NES and NHS Boards.
- The post-holder will provide specific professional leadership across a portfolio encompassing a review of HCS education and workforce delivery and requirements, including exploring a Scottish solution to address HCS workforce sustainability issues across Scotland.
- As part of a team of professional advisors, the post holder will have the opportunity to contribute to the wider directorate and cross-directorate work, including Transforming Nursing Midwifery and Health Professional roles. The post holder will look to specifically develop a plan for embedding Transformational roles across HCS.
- Establish and sustain multi-professional working with the other clinical professions and the Chief Professional Officers to promote integrated approaches to policy development and delivery particularly in the areas of education and research.
- Provide expert advice and guidance on quality improvement and quality management systems and ensure these are factored into all HCS approaches through the commissioning of education programmes and quality improvement work with NES. Identify examples of national and international best practice in this area and apply in own setting.
- The post holder will work closely with colleagues across Scottish Government and the health and education system, the Scottish Funding Council, NES and with regulators, notably the Health and Care Professions Council, and policy colleagues in other parts of the UK.
- Develop and champion new initiatives or projects as necessary ensure key milestones and success criteria are clearly defined and measured.

## Healthcare Science Professional Advisor - Skills, Knowledge and Experience Required.

### Essential Criteria

1. Current HCPC registration and/or registration with an accredited voluntary register.
2. Current experience of working at a senior level in Healthcare Science with people management skills that facilitate effective working partnerships and high performing teams.
3. Good working knowledge of issues as they apply to the Healthcare Science workforce.
4. Strong planning and organisational skills to manage challenging workloads, balancing competing priorities.
5. Proven change management skills in the delivery of outcomes and decision making.
6. Excellent oral and written communication skills, with the ability to communicate effectively in a wide range of settings and to different audiences.
7. Ability to analyse and interpret complex information and to use this to support policy teams to develop and evaluate national policy.
8. Strong track record of successful leadership and experience of working with senior colleagues to deliver successful outcomes.

### Competencies required:

#### Leading Others

You will be able to communicate a clear vision which supports actions and engages others; take responsibility to promote and deliver consistent services, managing risks to support continuous improvement. Through collaborative working you will be able to creatively respond to tough challenges.

#### Communication and Engagement

You will contribute to and develop clear, creative and detailed policy communication strategies to achieve Scottish Government outcomes; manage internal and external relationships by creating positive networks; maintain trust and credibility and be able to communicate complex information clearly, presenting strategic ideas in a clear and positive way.

#### People Management

You will be able to engage staff both internally and externally to ensure delivery of policy; be responsive to change, supporting teams to deliver. As a leader you will be self aware, recognise the impact you have on others and create a positive environment which supports diversity and equality and promotes health and wellbeing.

#### Analysis and use of evidence

You will engage with analytical services colleagues at appropriate stages of policy development in support of the delivery of high quality service provision; and use evidence to assess, measure and evaluate workstreams to improve the standards of quality and professionalism, considering their wider impact on other policies and programmes.

#### Improving Performance

Driving and continuously improving the roles HCS in the NHS is a key feature of the post. You will use relevant tools, skills and techniques (e.g. Improvement science, research and evaluation) and work closely with improvement advisors, researchers and other experts to drive forward improvements.