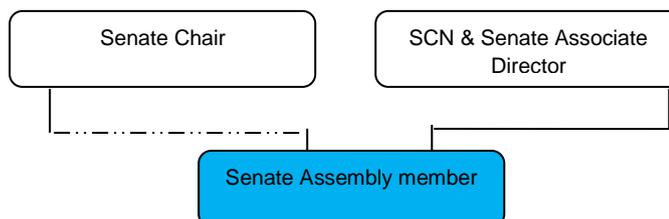


## Role Description

Role Title	South East Coast South East Coast Clinical Senate Assembly Member
<b>Who can apply?</b>	Membership of the Assembly is offered to an invited list of health and care professionals, and patients and the public.
<b>Directorate</b>	N/A Surrey/Sussex Area Team
<b>Remuneration</b>	All Clinical Senate, South East Coast (CSSEC) posts are unpaid. The CSSEC, will reimburse only those members who do not hold a paid position in either the public, private or third sector, for their out of pocket expenses incurred, consistent with other local policies.
<b>Time commitment</b>	Senate Assembly: Subject to individual areas of interest, expertise and experience (or those of a professional body) being relevant to the topics being considered by the Clinical Senate. Members would be invited to join task and finish working groups that will formulate the advice for the CSSEC Council, or be referred to as a source of knowledge, information and perspective to such working groups. Involvement in task and finish groups will be as 'virtual' as possible.
<b>Tenure</b>	CSSEC Assembly membership will be valid for two years with the opportunity to renew
<b>Responsible to</b>	Strategic Clinical Network (SCN) & Senate Associate Director
<b>Professionally Accountable to</b>	CSSEC Chair
<b>Responsible for</b>	Assembly members will use their knowledge of local health or care systems, clinical or other health / care related professional knowledge to assist commissioners to make the best decisions for their patients to improving outcomes and quality.

### Organisation Chart



### Role / purpose of CSSEC Assembly

Clinical Senates have been established to be an independent resource to respond to appropriate requests for strategic clinical advice and leadership to influence the provision of the best overall care and outcomes for patients in Kent, Surrey and Sussex, South East Coast.

The CSSEC Assembly will inform CSSEC Council's formulation of strategic clinical advice and delivery of strategic clinical leadership through bespoke task and finish working groups of Assembly members with knowledge and / or an expressed interest in the respective requests or topics. These working groups will be brought together to respond to the topics and requests for advice brought to Senate Council.

The CSSEC Assembly will be a multi-disciplinary resource for all health and care professionals, from the most senior to the most junior, to share information and learning. It will serve as a platform for debate and information sharing, networking and leadership and support to less experienced clinicians and professionals.

### Core Activities of the CSSEC Assembly

- Respond to requests for advice and strategic clinical leadership
- Debate issues and ideas and build consensus amongst clinicians, particularly across the primary and community care boundary
- Ensure clinicians and health and care professionals are kept up to date on developments, through the content of the meetings and senate communications
- Provide a virtual and face-to-face networking opportunity to build links within the clinical community and share best practice
- Facilitate transition, by advising on and supporting development of solutions to the workforce and financial pressures and challenges across South East Coast. Hear from leading UK and international thinkers on healthcare reform to remain at the forefront in terms of clinical leaders' knowledge and insight and contribute to related debate
- Maintain a broad perspective, focusing on all elements of patient pathways, including social media, mental health, acute and community care to identify opportunities for and support improvement
- Provide support and, where appropriate, leadership to fellow clinicians and professionals across the health system.

### Membership of Senate Assembly

CSSEC Assembly will be a diverse multi-disciplinary membership body that will encompass the range of health and care professionals from the 'birth to end of life' spectrum of health and care, and across all health and care settings.

Membership of the Assembly is open and offered to all health and care professionals of all grades.

Among others, membership will include professionals and clinicians from the full range of health organisations, professions and care settings, including commissioners and NHS providers, voluntary and social enterprise organisations delivering health and care, local authority health and care professionals, Public Health England, the Academic Health Science Networks, NHS Education Kent Surrey Sussex professional and royal colleges and committees, higher education and representatives of patients and the public.

### Key Role Specific Responsibilities

Members of the CSSEC Assembly will provide independent strategic clinical advice on how services should be designed and improved to provide the best overall care and outcomes for patients.

Members will not be obliged or committed to attend regular meetings but will be invited to participate in a working group in which they have either a professional expertise or stated interest. Agreement to participate in a working group will require a commitment to fully participate. The Senate will endeavour to make as much of the work as possible, and where appropriate, 'virtual' to support Assembly members.

Assembly members of working groups will be invited to attend Senate Council meetings. Published advice will credit Assembly members of the working group.

Key aspects of this role will be :-

- Quality improvement e.g. advising on quality standards and achieving best value pathways
- Quality Assurance e.g. advising on service reconfiguration proposals and post implementation evaluation.

- Supporting action to tackle quality failure e.g. providing expert advice to support development of sustainable local solutions for safe and sustainable care.

### **Improving quality and outcomes**

- Commit to the principles and values agreed by the CSSEC, in particular promoting the needs of patients above the needs of organisations or professions.
- Provide a population focus for South East Coast Citizens.
- Actively contribute to issues being considered by CSSEC, drawing on professional networks and experience from work settings as appropriate
- Share experiences of improvement as well as issues of concern to inform CSSEC's work and drive improvement
- Be an ambassador for recommendations made by CSSEC and, where appropriate, demonstrate leadership in related action in the local setting
- Help to raise the profile of CSSEC and promote understanding of its purpose and ways of working
- To explicitly support a culture of expert multi-professional engagement in the CSSEC
- To actively support and participate in a culture of innovation, developing strong partnerships with other clinicians and leads within the Academic Health Science Networks and other professional, academic and education structures

### **Promoting equality and reducing inequalities**

- To uphold organisational policies and principles on the promotion of equality
- To actively participate and support an inclusive working environment where diversity is valued, everyone can contribute, and everyday action ensure we meet our duty to uphold and promote equality

### **Partnership and cross boundary working**

- To support and participate in collaborations for quality improvement across whole health communities, for the realisation of equitable access to quality care and the achievement of outcome ambitions for patients

### Using insight and evidence for improvement

- To use insight in the use of evidence of analytics/intelligence to inform quality improvement
- To support and participate in the systematic application of the quality framework tools such as NICE Quality Standards.

### Contributing to an excellent organisation

Where Assembly members are required to attend any meetings or working groups:

- Actively participating in, for the duration of the meeting, the issues being considered by the CSSEC Council (both in and out of session)
- Championing CSSEC recommendations - communicating information to their work places and to the broader clinical community
- Informing the CSSEC Council of clinical issues within their workplace that align with the CSSEC Council Terms of Reference
- Taking the time necessary to understand the issues that are being considered by the CSSEC, including but not limited to, reading meeting papers in advance of the meeting and being prepared to contribute to each agenda item
- Ensure compliance with all confidentiality and governance requirements within CSSEC
- Declaring a conflict of interest (as per separate guidance) if there is an issue under review that may have a direct influence on their ability to make an objective decision
- Adhere to relevant professional codes of conduct
- Commit to attending CSSEC meetings and participate in activities outside of Assembly meetings, including initiatives in support of CSSEC's work e.g. as a member a clinical review panel.

*This role description and person specification are an outline of the tasks, responsibility and outcomes expected of the role.  
The role description and person specification may be reviewed on an on-going basis in accordance with the changing needs of the CSSEC.*

Agreed Date:

Review Date:

## Person Specification

<b>Values and behaviours</b>
Demonstrable commitment to and focus on quality, promotes high standards to consistently improve patient outcomes
Demonstrably involves patients and the public in their work
Consistently puts clinicians at the heart of decision making
Values diversity and difference, operates with integrity and openness
Works across boundaries, looks for collective success, listens, involves, respects and learns from the contribution of others
Uses evidence to make improvements, seeks out innovation
Actively develops themselves and others
Demonstrable commitment to partnership working with a range of external organisations
<b>Skills and capabilities</b>
The ability to act independently and with integrity
The ability to actively participate in collaborative networks
The ability to deal with ambiguity and complexity
Able to navigate and negotiate the NHS and the wider health, social care and political landscape.
Highly developed interpersonal skills, negotiation, feedback, partnership working, skills
Able to assimilate complex and lengthy information, advise and make recommendations in an ambiguous and fast moving environment
Able to develop effective and mutually supportive relationships with key partners within and without organisations.
Strong intellectual, strategic, and systemic thinking skills, with the ability to think creatively and laterally to achieve outcomes.
Demonstrable commitment to listening, involving, respecting and learning from the contribution of others
The ability to support a collective view
The ability to develop effective relationships at a leadership level and across boundaries
<b>Knowledge</b>
Knowledge and experience of working in clinical networks within the NHS
Good understanding of health system dynamics and the reform programme
Knowledge of evidence based policy making and NHS governance
A good understanding of how to use data and financial incentives to improve quality and productivity
<b>Experience (as applicable to clinical appointments)</b>
Experience of working in a health and care setting – this may be clinical (see below)

or professional

Experience of working as part of a multi-disciplinary team

Experience of developing, applying and reviewing an evidence-based approach to decision making

#### **Qualification**

Clinical Professional qualification – membership will be broad enough to reflect the range of views that would be encountered across the whole community of clinicians on significant clinical strategic issues. Professional qualifications would include for example

- GP Primary Care
- Community Care Clinician
- Hospital/specialist care
- Midwife
- Nurse
- Allied Health Professional
- Pharmacist
- Mental Health Clinician