

Interim Associate Director of Operations - Acute Medicine

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Interim Associate Director of Operations - Acute Medicine

Job Details

Job Description

We are working with an NHS organisation who are seeking to appoint an Interim Associate Director of Operations for Acute Medicine . This role will be for 3 months in the first instance. This is an interim role that falls under the Workforce Alliance Framework and should be expected to be remunerated at Band 8b

Key responsibilities will include:

Responsible for managing all aspects of operational delivery within the Division to the agreed quality standards;

Lead on the development, implementation, establishment and review of performance management systems within the Division;

Responsible for leading the Divisions Business Planning process;

Lead, manage and motivate staff within the Division to deliver and improve services so meeting the needs of patients;

Review national and local policies and assess local service delivery against these -

where necessary, develop and implement action plans with the clinical service providers to ensure service models meet recommendations and standards (e.g. National Service Frameworks, NICE guidance, Improving Outcomes Guidance etc.);

Share and communicate performance indicators and level of performance throughout the Division, taking action where required to address variance from the standard/milestone;

Ensure that unplanned variation in service delivery (activity, income, expenditure, capacity, performance) is identified and appropriate, timely action taken;

Line management of Operations Leads and administrative staff within the Division, either directly or through delegated responsibility.

The ideal candidate will have/be:

Educated to Masters level or equivalent level of experience;

Formal management or business qualification or equivalent relevant experience;

Proven track record of managing within an NHS setting in a similar role and/or level;

Evidence of continued professional development Proven budget management skills and financial acumen with experience of delivering CIPs within an organisation with a £multi-million turnover;

Negotiation and influencing skills at a senior management level;

Evidence of delivering and implementing strategic plans.

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