

KERNOW HEALTH CIC
JOB DESCRIPTION
Job details

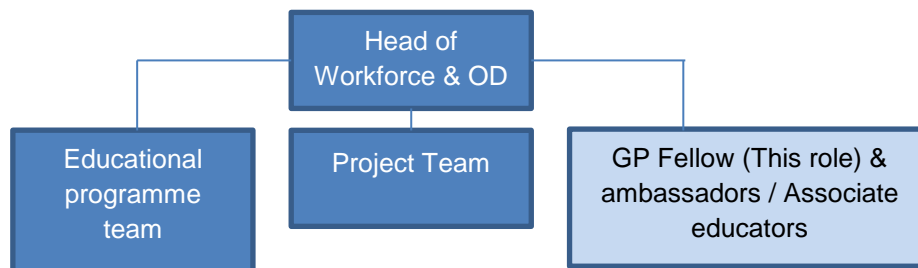
Job Title:	GP Training Hub Fellow – Cornwall Training Hub
Salary:	£7500 per session (2 Sessions, 1 day a week) plus education allowance*
Hours/Contract:	Part-Time- 1 day per week Fixed-term- 12 months
Department:	Workforce & Organisational Development- Cornwall Training Hub
Managerially Accountable to:	Head of Workforce & OD/Cornwall Training Hub
Professionally Accountable to:	Head of Workforce & OD/Cornwall Training Hub
Location:	Cudmore House

Job summary / purpose

Cornwall Primary Care Training Hub is part funded by Health Education England funded, hosted and delivered in partnership with Kernow Health CIC. An opportunity is available for a qualified GP to work in a fellowship role for 12 months, supporting The Cornwall Training Hub with their primary care workforce development, education and training programmes. The GP fellow will be supporting the multi-disciplinary training hub team to shape and implement key programmes and offers for GPs and primary care teams across Cornwall.

This role is open to GP's holding a substantive role in a practice in Cornwall. Applicants should ensure their employing practice is supportive of the portfolio opportunity.

*In addition to the sessional remuneration, the post holder will benefit from a personal training and development allowance in order to ensure access to CPD relevant to the role, subject to agreement with the Training Hub lead.

Organisation chart

Primary duties and responsibilities

- To be an ambassador for the Cornwall Training Hub, promoting the offers and support available to the Cornwall General Practice workforce.
- Using experience of the Cornwall General Practice community to support networking across the system that develops future relationships and opportunities for primary care.
- To work with stakeholders to identify gaps in education and training post CCT and areas of learning which would support a collaborative approach to diagnosing and managing patients.
- To support the “New to Practice” fellowships, providing input and support to newly qualified GP’s and practice nurses, including shaping of the offer and support.
- To facilitate the offers provided by the Cornwall Training Hub to early career GPs, including peer support, coaching and mentoring opportunities.
- To contribute to the design and development to aid the delivery and communication of this work.
- To ensure quality improvement by monitoring improvement or benefit to the system and general practice in order to evaluate the work completed.

- To provide a GP perspective from within the Training Hub to aid the development of the workforce offer for General Practitioners and the wider workforce.
- To develop relationships across the healthcare system which support changing models of care and new workforce opportunities.
- To help shape and develop the workforce, education and training plans for primary care in Cornwall, as per the Training hub priorities.

Freedom to act

The post holder is expected to be able to work under their own autonomy delivering against the outlined objectives for the role but within a team environment and independently.

You must be able to use your own initiative within the role taking advice and guidance from the team and stakeholders as appropriate.

Working conditions / effort

- Usually this is an open plan office based role with almost continuous use of a computer, however during the Covid-19 pandemic this role may have a requirement for home based working, and if so, IT equipment will be provided and the post holder must be able to accommodate working in this way. Some local travel may be necessary as the post develops and government restrictions allow.
- There will be interruptions by telephone and email.
- The post holder will be expected to prioritise their work accordingly.
- To note this role will not include working clinically or seeing patients.

Values

Kernow Health CIC expects all employees to demonstrate the organisation's Values as part of their day to day working lives.

Our shared values guide our actions and describe how we behave and how we make our business decisions:

- **Integrity:** Be real, honest and authentic.
- **Ambitious:** Seek new opportunities and not afraid to push boundaries.
- **Responsive:** Be proactive, and responsive to our own and partner needs now and in the future.
- **Reliable:** Be the trusted partner and for partners to know that we will deliver what we say we will.
- **Creative:** Look at different ways of working in the present and the future.
- **Professional:** What we do, we do well. High quality standards in all that we seek to achieve

Corporate requirements and Responsibilities

GENERAL

- **Confidentiality:** In line with the Data Protection Act 2018 and general data protection regulations and the Caldicott Principles of Confidentiality, the post holder will be expected to maintain confidentiality as outlined in the contract of employment. This legal duty of confidentiality continues to apply after an employee has left Kernow

Health CIC. The post holder may access information only on a need to know basis in the direct discharge of duties and divulge information only in the proper course of duties.

- **Health and Safety:** The post holder is required to ensure health and safety duties and requirements are complied with. It is the post holder's personal responsibility to conform to procedures, rules and codes of practice. All staff have a responsibility to access Occupational Health and other support in times of need and advice.
- **Risk Management:** The post holder will be required to comply with Kernow Health CIC's Health and Safety Policy and actively participate in this process, having responsibility for managing risks and reporting exceptions.
- **Safeguarding Children and Adults:** Kernow Health CIC is committed to safeguarding children and adults and therefore all staff must attend/ complete the required level of safeguarding children and adults training.
- **No Smoking:** To give all patients, visitors and staff the best chance to be healthy, all Kernow Health premises and grounds are smoke free.
- **Equality and Diversity:** All staff have a personal responsibility under the Equality Act 2010 to ensure they do not discriminate, harass, or bully or contribute to the discrimination, harassment or bullying of any colleague(s) or visitors or condone discrimination or bullying by others. The post holder will be responsible for promoting diversity and equality of opportunity across all areas of your work. This applies to service delivery as an employee and for anyone who you may be working with. You will be made aware of your responsibilities to uphold organisational policies and principles on the promotion of equality valuing diversity and respecting people's human rights as part of your everyday practice.

PERSON SPECIFICATION

Post:	GP Training Hub Fellow
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All requirements listed in this specification must be (a) essential to the post and (b) assessable within the selection process.

Attributes	Requirements		Method of Assessment
	Essential	Desirable	
Qualifications, training & professional membership	<ul style="list-style-type: none"> • Participated in formal training programmes in general practice • Primary medical Qualification • Member of the Royal College of General Practitioners • Full and current registration with the GMC • General Practitioner with registration on the performers' List 		
Knowledge & experience	<ul style="list-style-type: none"> • Understanding of primary care and its interface with secondary and community care, including Cornwall specific challenges • Understanding of current primary care health care issues and challenges • Understanding of GP education and training provision • Experience working in General practice in Cornwall 	<ul style="list-style-type: none"> • Previous experience of service development • Knowledge of clinical commissioning in Cornwall 	

<p>Skills & abilities</p>	<ul style="list-style-type: none"> • Excellent verbal and written communication skills • Good negotiating skills • Able to work independently • Computer literacy • Proven leadership abilities • Evidence of strategic thinking 	<ul style="list-style-type: none"> • Ability to complete written reporting where required • Ability to provide constructive input into a variety of work programmes 	
<p>Behaviours & aptitudes required to demonstrate the Values</p>	<ul style="list-style-type: none"> • Demonstrates enthusiasm in their work • Team based approach when required • Adaptable to new and different ways of working • Demonstrates a commitment to Continuing Professional Development • Can evidence good working relationships with professional colleagues • Passionate about support and development of General Practice 	<ul style="list-style-type: none"> • Ability to travel as required as part of the role 	

The attached job description has been agreed by the post holder(s), where appropriate, as an accurate reflection of the roles and responsibilities of the post.

Post holder's Name:	
Post holder's Signature:	
Date:	

The attached job description has been agreed by the line manager.

Line Manager's Name:	
Line Manager's Signature:	
Date:	