**KERNOW HEALTH CIC**

**JOB DESCRIPTION**

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| **Job details** | |
| Job Title: | Professional Ambassador - Clinical Pharmacist |
| Salary: | £45,000 - £53,000 pro rata depending on experience |
| Hours/Contract: | Part-Time- 3 hours per week  Fixed-term- 12 months fixed term |
| Department: | Cornwall Training Hub |
| Managerially Accountable to: | Head of OD &Workforce/ training Hub lead |
| Professionally Accountable to: | Head of OD &Workforce/ training Hub lead |
| Location: | Cudmore House |
| **Job summary / purpose** | |
| The post holder will be a qualified Clinical Pharmacist, preferably with experience of delivering supervision and peer support, and will work within the Cornwall Primary care training hub supporting the introduction and embedding of the Clinical Pharmacist and Pharmacy Technician roles into Primary care in Cornwall, developing a robust career framework for pharmacists and pharmacy technicians in general practice settings. | |
| **Organisation chart** | |
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| **Primary duties and responsibilities** | |
| * To work on behalf of Cornwall Training Hub, in partnership with Kernow Health CIC, to lead on, plan and organise a broad range of programmes and activities to embed the Pharmacist and Pharmacy Technician role in primary care in Cornwall through research, creation and implementation of a clinical pharmacist strategy and programme of support. * To act as an ambassador for the roles, in promoting the value and opportunity to general practice in Cornwall. * To support the Cornwall training hub with requirements and development of a supervision framework for Pharmacists and Pharmacy Technicians in primary care settings, linking in with supervision for the wider pharmacy workforce * Provide mentoring to supervising pharmacists and technicians in PCN’s as required, to support the delivery of a supervision framework, managing sensitive, contentious information and advising individuals on appropriate course of action. * To develop and implement a career framework for clinical pharmacy in both primary care and the wider workforce system, adjusting and re-formulating plans to meet requirements of various stakeholders in collaboration with pharmacy education and training leads of NHS Trusts and community pharmacy, Health Education England and commissioned training centres e.g. CPPE. * May provide clinical supervision for pharmacy hosted roles. * To create and lead a peer support network for the Pharmacy role in primary care in Cornwall. * To lead on the development requirements for clinical pharmacists, procuring training programmes as required. * To support the Cornwall Training hub with recruitment initiatives and events as required, promoting Cornwall and general practice as a destination career for Pharmacists * To ensure principles of the above in relation to embedding the role are created in line with the support offer to other new roles in primary care. * To participate in the system wide pharmacy group, ensuring any development for primary care pharmacists links into the work of the wider system pharmacy workforce. * To provide oversight and guidance of the pharmacy rotation development programme. * To identify and embed any apprenticeship opportunities for pharmacy technicians and promote careers in pharmacy with schools and colleges. * To work with other professional educators and teams within the Training hub and wider Cornwall primary care settings to ensure consistency of support and development opportunities across all clinical roles. * Contribute to the setting of strategy of Pharmacists working in primary care across the county * Communicate, liaise and engage with a range of relevant stakeholders from within primary care and across the wider system, to promote understanding and appropriate integration of Clinical Pharmacists into primary care. * Delivery of education and collaboration with local practices to align recruitment initiatives to a safe set of standards, essential criteria and to manage common understanding and expectations of Pharmacists and pharmacy technicians as employees and practices as employers. | |
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| **Freedom to act** | |
| Lead specialist in team, guided by principles and broad occupational policies and regulations. | |
| **Working conditions / effort** | |
| To note this role will not include working clinically or seeing patients, and is office based, with some travel between meeting locations where appropriate.  Unavoidable adverse working conditions   * VDU use * Physical Effort * Mental Effort (concentration, dealing with interruptions, need to meet deadlines) * Emotional Effort (exposure to distressing/emotionally demanding situations) | |
| **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.   **\*\*** Please only include the following paragraph in job descriptions relating to vacancies that require DBS – please refer to DBS policy if you are unsure:  Please note:  Rehabilitation of Offenders Act   * This post is exempt from the Rehabilitation of Offenders Act 1974. Should you be offered the post it will be subject to a DBS check from the Disclosure and Barring Service (DBS) before the appointment is confirmed. This will include details of cautions, reprimands, final warnings, as well as convictions assessable within the selection process. | |

Person Specification

Pharmacy Ambassador

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| **Attributes** | **Requirements** | | **Method of Assessment** |
| **Essential** | **Desirable** |
| **Qualifications, training & professional membership** | * Fully qualified Pharmacist and registered with the General Pharmaceutical Council (GPhc) * MPharm or BPharm * Post graduate and clinical diploma or equivalent CPPE or equivalent | * Equal Opportunity training in the last three years * Advanced Clinical Practice skills * Independent prescriber * Qualification in education and training, coaching, leadership, management | Application Form |
| **Knowledge & experience** | * Experience of general practice * Demonstrable patient assessment skills * Demonstrates an in depth knowledge of related medical conditions, treatments and pharmacology * Experience of clinical decision making * Ability to work autonomously within the scope of supervised practice * Project management experience * Detailed knowledge of maintaining confidentiality and implementing data protection legislation requirements including information governance * Knowledge and experience of the health care system in Cornwall * Line management and leading a team | * Experience of secondary care/CCG/PCT or other healthcare sectors * Sound knowledge of education pathways for pharmacists and technicians * Previous experience of developing and implementing career frameworks * Coaching and/or mentoring experience | Application form and interview |
| **Skills & abilities** | * Ability to organise and prioritise workload effectively * Ability to exercise sound judgement when faced with conflicting pressures * Excellent written and verbal communication skills * IT literate- Microsoft programmes * Knowledge of Audit principles and evidence of participation in audit / Quality Improvement projects * Experience of applying evidence to clinical practice | * Experience and enthusiasm for clinical teaching of multi-disciplinary students and qualified staff when appropriate * Critical appraisal skills * Evidence of knowledge of research methodology | Interview |
| **Personal qualities** | * Evidence of willingness to participate in a multi-disciplinary team environment to provide an integrated service for patients * Ability to work as a member of a team, both through communication and sharing workload * Willingness to work flexibly to deliver clinically effective and cost effective healthcare * Interest and understanding of the developing landscape of primary care * Evidence of continual learning and development * Understands self (strengths/weaknesses) and impact of behaviour on others * Evidence of innovation |  | Interview |
| **Additional circumstances** |  |  |  |

**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.**

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| Post holder’s Name: |  |
| Post holder’s Signature: |  |
| Date: |  |

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

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| Line Manager’s Name: |  |
| Line Manager’s Signature: |  |
| Date: |  |