

Candidate Brief

Brief for the position of
Chair

December 2017

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Welcome from Lead Governor

Thank you for your interest in the Chair position at Airedale NHS Foundation Trust. The Trust is a highly successful, award-winning organisation delivering a range of services to a widespread population with the patient at the centre of its decisions.

The opportunity to become our new Chair comes at a time of intense scrutiny and change within the NHS set against a national backdrop of unprecedented financial challenge. Within this environment, Governors are keen to see the Trust continue to develop its innovative approach to providing health care for patients in the most appropriate setting, maintaining the delivery of high quality care to all patients, listening to their feedback and engaging with partners including those who commission our services. This is essential to ensure continued and sustainable services across the wide geographical landscape that we serve.

As incoming Chair, you will bring experience of overseeing strategic transformational change in large complex organisations. We are seeking an engaging individual who has effective interpersonal skills, a natural flair for networking and partnership working, with local connections and one who will maintain the present open and transparent relationship between the Chair, Governors and the Board. You will share our passion for high quality services, be politically astute and demonstrate commitment to the Trust's vision and values.

As Chair you will lead both the Board and the Council of Governors, bringing together the skills and potential of both these committed groups in pursuit of the very best quality services provided safely and efficiently to all our patients.

I wish you all the best in your application.



Lead Governor

Welcome from Bridget Fletcher, Chief Executive Officer

Thank you for expressing your interest in our organisation. The appointment of our new Chair is a significant one for the organisation and comes at an exciting as well as a challenging time. The Trust is in a strong position and I hope that you will be attracted to the opportunity to work with us to further transform our offering and build on our success.

Quality is at the heart of everything that we do and we are proud of the culture of high performance and team working that we have developed. You will be joining a proven and ambitious Board; open to new ideas and committed to the Trust's Right Care vision and values.

Like all NHS organisations, we face a challenging future and we need to be nimble and proactive in responding to the significant changes facing the NHS whilst maintaining our focus and uncompromising approach to high quality, safe services for all of our patients.

We have been successful in delivering within a wide geographical area spanning parts of West and North Yorkshire and East Lancashire. To maintain our position as a strong and independent Foundation Trust we need to work with our partners to support a sustainable model of high quality healthcare services into the future.

I do hope that what you read in this pack provides you with a flavour of our organisation, achievements, vision and challenges. I look forward to meeting you during the appointment process.

Yours sincerely

A handwritten signature in black ink that reads "Bridget Fletcher". The script is cursive and fluid, with the first letters of each word being capitalized and prominent.

**Bridget Fletcher, Chief Executive
Airedale NHS Foundation Trust**

Chair

Inspire and guide this dynamic health provider for sustained success

£43,354

Yorkshire

Airedale NHS Foundation Trust is a highly successful and award winning hospital and community services trust with a workforce of around 2,500 and 400 volunteers serving a population of over 200,000 people across West and North Yorkshire and East Lancashire. The Trust has a turnover of c£150million, is regulated by NHSI and has been led by a proven Board of Directors. We are now seeking a new Chair to lead the Board in a radically changing and evolving NHS landscape, within a financially challenged national economy.

The Trust's Right Care vision and values and its position at the heart of the community will be the focus of the incoming Chair, working with our partners and stakeholders to ensure patient experience and local population needs are placed at the heart of every decision.

To have the requisite breadth of vision and strategic overview, candidates are likely to be highly credible, with a successful career operating at board level or equivalent within organisations of a scale and complexity similar to that of Airedale NHS Foundation Trust. Candidates should have significant NED experience, ideally as either a Chair, Deputy Chair or in similarly demanding roles.

You will be an inclusive leader who works with others in a manner that engenders mutual trust and respect. You will be politically aware, appreciative of the distinctive roles of Chair and Chief Executive and be able to network with and influence across a spectrum of organisations and leaders particularly locally and regionally. You will be committed and passionate about serving the needs of our local population and committed to the public service values and ethos of the NHS. You will be able to balance the needs of different interest groups, demonstrate a track record of high performing personal and organisational success, embracing sound corporate governance and possess excellent interpersonal skills.

If you believe you have the personal resilience, experience and drive to help shape local health provision within West and North Yorkshire and East Lancashire at this pivotal time, we would like to hear from you.

The candidate should be committed to Airedale and preferably live within reasonable travelling time of the hospital as on occasion you may be required to attend the main site at short notice. The expectation is that the Chair will spend 3 days per week on Trust work, though some of this time may be spent off site.

The Foundation Trust is committed to being an inclusive employer and health care provider and welcome applications from all areas of the diverse community we serve.

More information about Airedale NHS Foundation Trust can be found at <http://www.airedale-trust.nhs.uk>

Closing date for applications is Thursday 4 January 2018.

Background to the Trust

Airedale NHS Foundation Trust was authorised as a Foundation Trust in June 2010. It is an award winning Trust, with approximately 2,500 staff and an income of c£150m. It has won the coveted CHKS Patient Safety Award and been in the top 40 hospitals for the last 5 years. Airedale is a high performing Trust providing quality, personalised, acute, elective and specialist care services for local people in an area extending from the fringes of north Bradford to parts of the Yorkshire Dales National Park and in to East Lancashire. The Trust serves a population of over 200,000 from a widespread area covering 700 square miles within Yorkshire and Lancashire. The Trust's overall CQC rating is 'Requires Improvement' though over 85% of its services have been rated as good or outstanding and the recent re-inspection in March 2017 highlighted significant improvements. The Trust however is not complacent and is committed to taking the further steps needed to be rated as 'good' or 'outstanding'

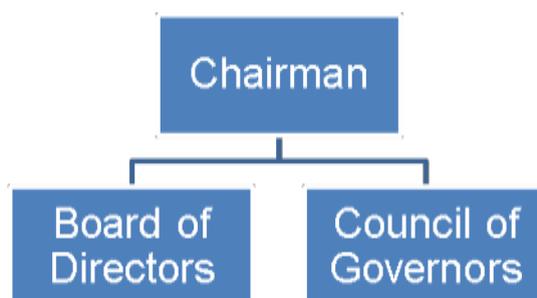
The Trust is serious about improving patient experience and safety and believes there is a clear link between providing patient focused, safe health care and delivering strong finances. Airedale is ambitious about its future and has already established an excellent reputation for innovative developments for example providing telemedicine to a number of prisons and nursing homes.

Our focus over previous years has centred on improving the patient experience, maintaining high quality care, whilst at the same time putting in place the foundations to achieve our shared Right Care ambition. Our Right Care vision remains at the heart of what we are trying to achieve, placing the patient at the centre, empowering and supporting people in a way that best meets their individual needs, enabled by technology. However we fully recognise the range and diversity of the increasing demands, expectations and challenges over the next few years, that requires a significant shift in emphasis away from episodic care to population based health, with partners coming together to meet our local population's health and social care needs. Our focus going forward is therefore on ensuring we maintain high quality care and experience, whilst achieving financial sustainability, through transforming the way care is delivered for our local population. This requires the leadership of the Trust to be open to change and innovations both locally, as with the recent establishment of a wholly owned subsidiary and on a wider footprint with partners across West Yorkshire. The Foundation Trust's two year plan sets out the initial steps towards this approach, focused heavily on partnership, integration and internal efficiency.

Further information can be accessed via the following link to key documents on the Trust's website:

- www.airedale-trust.nhs.uk

Governance Structure



The Board of Directors is responsible for oversight of the strategy and leadership of the Trust and monitoring and assuring the operational delivery of its services, targets and performance. In addition, the Board is responsible for agreeing policy, monitoring the delivery of that policy, ensuring clinical quality and the financial viability of the Trust. The Board operates within the terms of the Constitution and Standing Orders governing the proceedings of Board meetings, the way responsibilities are delegated, standards of business conduct and contract procedure. Included in the Standing Orders are the Standing Financial Instructions, which detail the financial policies, responsibilities and procedures to be applied in the Trust. The Board of Directors is made up of five Executive Directors and six Non-Executives including the Chair. Short biographies of the members of the Board of Directors are included in the following section of this pack.

The Board is accountable to the Council of Governors for the proper use of the assets and resources at its disposal. The Council will ensure the Board carries out its plans and influence how it develops in the future. The Council of Governors is there to represent its members, the public, the Trust's staff and the Trust's partners and make sure their views are heard. The Council of Governors are expected to reach out into local communities and encourage a wide and representative membership.

The Council of Governors has 24 members:

- 16 public governors who are elected by public members
- 4 staff governors who are elected by staff members
- 4 stakeholder governors who are nominated by partner organisations of the Trust

Board of Directors

Andrew Gold, Acting Chairman

Andrew is a qualified accountant and has a wide range of Board experience from a career in regulated financial services, mainly with member owned organisations. Until spring 2016, Andrew was the Group Director Risk, Audit and Compliance of a locally based regulated financial service group. Since May 2014 Andrew has been NED of the Ecology Building Society who are based in Silsden and are a mutual who demonstrate strong ethical values. Living in Skipton, Andrew is also directly involved in a number of activities that support the local community.

Bridget Fletcher, Chief Executive

Bridget was previously Chief Operating Officer/Chief Nurse and prior to this Director of Nursing for 5 years having joined Airedale in 2005. Before joining Airedale, Bridget was Assistant Director, Quality Assurance at The Royal Marsden NHS Foundation Trust. Prior to this she was at West Middlesex University Hospital NHS Trust and Salford Royal NHS Trust where she held a number of senior management roles with responsibility for acute health services and professional nursing services.

Jill Asbury, Director of Nursing

Jill joined Airedale as Deputy Director of Nursing in January 2016 and was appointed Director of Nursing on 7 July 2017 following a period as Interim Director of Nursing. She qualified as a nurse in 1986 and has spent most of her career working at Leeds Teaching Hospitals NHS Trust where she was Head of Nursing for Education and Workforce before joining Airedale. Prior to this she worked in various roles including Divisional Nurse Manager, Matron and Clinical Nurse Specialist at Leeds Teaching Hospital and as a Nurse Manager at Killingbeck Hospital in Leeds.

Andrew Copley, Director of Finance

Andrew qualified as a Chartered Certified Accountant in 1996 and has nearly 20 years financial management experience. He joined Airedale in 2008 as Deputy Director of Finance from Calderdale and Huddersfield NHS Foundation Trust. Andrew initially trained as a radiographer at Pinderfields and Pontefract Hospital and later joined St Luke's Hospital in Bradford.

Stacey Hunter, Chief Operating Officer

Stacey was appointed Executive Director of Operations on 1 August 2015 having previously held the position as Associate Director from 2013. The post title was changed to Chief Operating Officer with effect from 1 July 2016. Stacey qualified as a nurse in 1990 and spent over 10 years in various nursing roles in Hull and Leeds prior to moving into general management in 2001. Since then Stacey has spent most of her career at Leeds Teaching Hospitals NHS Trust progressing from Clinical Services Manager to General Manager prior to joining Airedale in 2013. Her other professional roles have included Council Membership of the RCN from 2003 to 2011.

Karl Mainprize, Medical Director

Karl was appointed Medical Director in June 2014, having previously been Deputy Medical Director at York Hospitals NHS Foundation Trust. Prior to this he worked at Scarborough Hospital as Consultant Colorectal Surgeon for almost 10 years where he was instrumental in developing the first ever community endoscopy service. Having qualified in 1989 he spent his early career based at Oxford, Reading and London.

Jeremy Cross, Non-Executive Director and Deputy Chairman

Jeremy is a Chartered Accountant currently working as a self-employed consultant. He is also Non-Executive Chairman of Mansfield Building Society and Treasurer of Care and Repair (Leeds) Ltd a charity aimed at helping older people maintain their independence and quality of life at home. Jeremy's previous roles include Director of Personal Current Accounts with Halifax and Bank of Scotland. Prior to this he held various commercial and strategic senior roles within Asda and Boots.

Professor Anne Gregory, Non-Executive Director and Senior Independent Director

Anne has 30 years of experience in public relations and is currently employed at University of Huddersfield; having previously been at Leeds Metropolitan University where she also served a term as pro-vice chancellor until 2010. For eight years Anne was a Non-Executive Director of South West Yorkshire Partnership NHS Foundation Trust and previously served eight years on the board of Bradford Community NHS Trust.

Dr Maggie Helliwell, Non-Executive Director

Maggie started her career at Airedale hospital as a junior Doctor in the 1970's before becoming a GP at Ling House, in Keighley, a role she held for over 35 years. Maggie became Chair of the Worth Valley Health Consortium in the 1990's, while working part-time as a GP. She was later appointed Medical Director of Airedale Primary Care Trust (PCT) and clinical governance lead when four PCT's across the district merged. Maggie returned to Airedale Hospital in 2007 as Deputy Medical Director and became a Non-Executive Director of the National Institute of Health and Care Excellence ('NICE'), later being appointed Vice-Chair.

Lynn McCracken, Non-Executive Director

Lynn was until earlier this year, an MBA-qualified practicing solicitor at The Riverside Group based in Liverpool and has many years' experience as a solicitor; initially in private practice at two top 50 national law firms and latterly in-house with a national rail freight operator. Prior to this, Lynn had a short service commission in the Royal Navy specialising in telecommunications. Lynn is currently a Non-Executive Director at Manchester MIND, a mental health charity and chairs the National Housing Federation's Governance Forum. She was previously a Non-Executive Director at Community Seven Limited, a provider of social housing in Liverpool.

Job Description

ACCOUNTABLE TO: Council of Governors

Board Leadership and Development

- Provide leadership to the Unitary Board of Directors and the Council of Governors. Facilitate the effective contribution of Non-Executive Directors and Governors, at their respective Board/Council meetings, by encouraging active engagement by all Board Directors and Governors.
- Conduct the Board of Directors, Council of Governors, general meetings and other committees, ensuring the effectiveness of the Board of Directors and Council of Governors.
- Set the Board agenda (for both the Board of Directors and Governors), considering the issues and concerns of all Directors and Governors, as appropriate. Ensure that there is appropriate delegation of authority from the Board of Directors to the senior management team.
- Ensure that all Directors and Governors receive accurate, timely and clear information, including that on the Foundation Trust's current performance, to enable the Board of Directors and Governors to make sound decisions, monitor effectively and provide advice to promote the success of the Foundation Trust.
- Manage the Board of Directors to allow sufficient time for the discussion of complex or contentious issues, ensuring that Directors have appropriate time to consider critical issues, obtain answers to any questions or concerns they may have and are not faced with unrealistic deadlines for decision making. Ensure that Directors are fully informed about all the issues on which the Board will have to make a decision. Set the agenda, style and tone of Board discussions to promote effective decision making and constructive debate, with an emphasis on strategic rather than routine issues.
- Ensure constructive relations between Executive Directors and Non-Executive Directors and that the Board operates as a Unitary Board.

Directors and Governors in furtherance of the goals of the Foundation Trust

- Implement and maintain effective communications between the Board of Directors, Governors, members and wider stakeholders.
- Arrange informal meetings with directors, including meetings with the Non-Executive Directors without the presence of Executive Directors, as required, to ensure that sufficient time and consideration is given to complex, contentious or sensitive issues.
- Ensure that new Directors and Governors participate in a full, formal and tailored induction programme, facilitated by the Company Secretary. Identify the development needs of the Board of Directors as whole to enhance the overall effectiveness as a team.
- Ensure that appropriate and related objectives are established for the Executive Directors of the Trust and Non-Executive Directors, ensuring, in conjunction with the Company Secretary, that the development needs of individual Directors are identified and met
- Ensure the performance of the Board of Directors and Council of Governors, its committees and individual directors/governors is evaluated and that actions on the results of such evaluation are taken to build on the strengths and address the weaknesses identified.
- Build an effective, complementary and diverse Board of Directors, and with the Board Appointments, Remuneration and Terms of Service Committee and the Appointments and Remuneration Committee, initiate change and succession planning for Director appointments to

meet the needs of the Foundation Trust, including looking to continually strengthen the executive and non- executive team.

Strategy

- Lead the Board of Directors to oversee the establishment of clear objectives to deliver the agreed plans and strategy to meet the Terms of Authorisation; and regularly review performance against those objectives.
- Assure the effective implementation of Board of Director decisions, actions and strategies by the Chief Executive and the senior management team.
- Hold the Chief Executive to account for the effective management and delivery of the organisation's strategic aims and objectives.
- Be committed to the long term sustainability of services to meet the needs of the local population. Analyse and contribute positively to the strategic development of long-term healthcare plans for the community, providing challenge on the strategic development of the Foundation Trust and vision to enable the Foundation Trust to achieve its ambitions.
- Contribute to constructive debate regarding the strategic development of the NHS Foundation Trust and any other material and significant issues facing the organisation.
- Build and maintain close relationships between the Foundation Trust's constituencies and stakeholder groups to promote the effective operation of the Trust's objectives.

Compliance

Lead the Board to oversee assurance that:

- The Foundation Trust complies with its Terms of Authorisation, the Constitution and any other applicable legislation and regulations.
- Mandatory services and retained protected property as defined in the Terms of Authorisation are maintained.
- Financial viability, effective use of resources, control and reporting on financial affairs is in accordance with the requirements set out by the Independent Regulator of Foundation Trusts (NHSI).
- Best use is made of financial and other resources in order to maximise effective treatment to patients; and that financial controls and systems of risk management are robust and that the Board is kept fully informed through timely and relevant information.
- The pledges and principles set out in the NHS Constitution are supported by the Foundation Trust.

In addition:

- With the assistance of the Company Secretary, promote the highest standards of corporate and clinical governance in compliance with the *NHS Foundation Trust Code of Governance*, and other regulatory requirements and best practice.
- Uphold the highest standards of integrity and probity, adhering to the Nolan Principles.
- Safeguard the good name and reputation of the Trust.
- As a Board Director act collectively as Corporate Trustee of the Airedale NHSFT Charitable Funds.

Board Activities

- Participate fully in the work of the Board, ensuring the corporate responsibility of the Board of Directors. Attend and chair committees and other ad hoc meetings of the main Board of Directors.
- Work corporately with the Non-Executive Directors and Executive Directors of the Foundation Trust. Foster good working relations between Non-Executive Directors and Executive Directors in accordance with operating as a Unitary Board.
- Participate in any Board induction, training, development and evaluation identified as an individual or as part of the Board or Board sub-committee.
- Lead the annual performance evaluation of the Non-Executive Directors, in line with the process agreed by the Council of Governors and report back to the Council of Governors. Undergo an individual and Board performance appraisal, attending any additional training highlighted in the evaluation process.

Person Specification

To have the requisite breadth of vision and strategic overview, candidates are likely to be highly credible, with a successful career operating at board level or equivalent within organisations of a scale and complexity similar to that of Airedale NHS Foundation Trust. Candidates should have significant Non-Executive Director experience, ideally as either a Chair, Deputy Chair or in similarly demanding roles.

In addition the successful candidate will:

- Be an inclusive leader, demonstrating behaviours consistent with the Foundation Trust's *Right Care* values including being approachable, accessible and open to change. You will act with honesty and integrity and in a manner that engenders trust and respect. Excellent interpersonal skills are essential.
- Be committed to the public service values and ethos of the NHS, showing empathy with the patient and employee voice and appreciation of the importance of good patient experience.
- Be strong on governance with a deep understanding of what this means in the NHS context.
- Be able to network with, and influence, associated parties, particularly locally but also in the wider regional health economy and with local authority/relevant "political figures" to ensure Airedale retains its position as a strong player locally and in the region.
- Have the commitment, time and passion to support the Foundation Trust to continue in meeting the needs of the local population.
- Understand the role demarcation between the Chair and Chief Executive. The working relationship with the Chief Executive is crucial, including two way communication, support and at times of crisis providing 'air-cover'.
- Be committed to maintaining Airedale NHS Foundation Trust as a high performing, high quality provider for the local population.
- In governance and leadership terms be capable of, and committed to, open liaison with four sets of stakeholders (Governors, Non-Executive Directors, Executive Directors and external partners); being both a leader and team player.
- Understand and accept the legal duties and liabilities of the Non-Executive Directors.
- Be qualified to be a member of Airedale NHS Foundation Trust.

It is expected that the time commitment is 3 days per week, some of which may be offsite. The role requires the Chair being able to attend the Trust's main site on occasion at short notice. Board meetings take place in the last week of the month, normally on a Wednesday (9 per year).

It is imperative that the new Chair's persona and experience can cope with the ambiguities of the successes/failures of NHS Foundation Trusts and with set-backs/negative situations as the role and responsibility embraces risk.

Having a working knowledge of how the NHS operates is desirable.

Terms and Conditions and Eligibility

Remuneration - £43,354 per annum

Time commitment - Approximately 3 days per week (or more if business dictates)

- The appointment will be for an initial term of three years and is subject to the Trust's Constitution.
- Continuation of the contract of appointment is also contingent on satisfactory performance and any relevant statutory provisions relating to the removal of a Director.

Any term renewal is subject to review by the Appointments and Remuneration Committee and approval by the Council of Governors. Notwithstanding any mutual expectation, there is no right to re-nomination by the Council of Governors either annually or after any three year period.

Qualification

A person may be appointed as the Chair only if:

- he or she is a member of the Public Constituency; and
- is not disqualified by virtue of the Trust's Constitution.

The Chair must on appointment for each and every term of office meet the Independence Criteria and may not have previously served as the Chief Executive of the Trust.

The Independence Criteria are that the Chair on appointment for each and every term of office must:

- not have been an employee of the Trust within the last five years;
- not have, or have had within the last three years a material interest in any matter within the meaning of paragraph 6.3 of Appendix 7 (in the Trust's constitution);
- not receive or have received additional remuneration from the Trust (apart from a director's fee), participate in the Trust's performance related pay scheme (if any) or be or have been a member of the Trust's pension scheme;
- not have any close family or personal relationship tie with any director, senior employee or professional advisor to the Trust;
- not have any significant business link with any other director of the Trust including through any involvement in any company or body; or
- not have served on the Trust Board of Directors for more than nine (9) years from the date of their first appointment.

Disqualification

The following may not become a member of the Board of Directors:

- a person who falls within the definition of an 'unfit person' as defined in the Trust's Provider Licence, the Health and Social Care Act 2012 (Regulated Activities) Regulations and the Trust's Constitution;
- a person who has been adjudged bankrupt or whose estate has been sequestrated and (in either case) has not been discharged;

- a person who has made a composition or arrangement with, or granted a Trust deed for, his or her creditors and has not been discharged in respect of it;
- a person who within the preceding five years has been convicted of any offence if a sentence of imprisonment (whether suspended or not) for a period of not less than three months (without the option of a fine) was imposed on him or her;
- a person who is a member of the Council of Governors;
- a person who is the spouse, partner, parent or child of a member of the Board of Directors (including the Chair) of the Trust;
- a person who is a member of a local authority's Overview and Scrutiny Committee covering health matters;
- a person who is the subject of a disqualification order made under the Company Directors Disqualification Act 1986;
- a person whose tenure of office as a chair or as an officer or director of a health service body has been terminated on the grounds that their appointment is not in the interests of the health service, for non-attendance at meetings, or for non-disclosure of a pecuniary interest;
- a person who has within the preceding five years been dismissed, otherwise than by reason of redundancy, from any paid employment with a health service body;
- on the basis of disclosures obtained through an application to the Criminal Records Bureau, they are not considered suitable by the Chairman on the advice of the Trust's director responsible for human resources;
- they are a person who has had his or her name removed or been suspended from any practicing list by a direction under any applicable legislation or who has otherwise been suspended or disqualified from any healthcare profession, and has not subsequently had his or her name included in such a list or had his or her suspension lifted or qualification reinstated;
- a person who has not behaved in accordance with NHS and Airedale NHS Foundation Trust values;
- they have within the preceding five years been:
 - made subject to a Hospital Order under section 37 of the MHA whether or not subject to restrictions under section 41;
 - made subject to an interim Hospital Order under section 38 of the MHA;
 - made subject to a transfer direction under section 48 of the MHA whether or not subject to restrictions under section 49; and/or
 - made subject to an order under the Criminal Procedure (Insanity) Act 1964 as amended;
 - they have previously been or are currently subject to a sex offender order and/or required to register under the Sexual Offences Act 2003 or have committed a sexual offence prior to the requirement to register under current legislation.

The Selection Process

All candidates will be expected to submit a full CV, letter of application and full statement of other commitments to the Director of HR and Workforce. A shortlisting exercise will then be undertaken against the requirements as set out in the Job and Person Specifications. Successful shortlisted candidates will meet for a one to one discussion with the Chief Executive.

A one day selection event will follow on 15th January 2018 comprising:

- Separate stakeholder meetings with a selection of Governors; and, Executive and Non-Executive Directors in order to assess engagement, strategic thinking and board leadership skills;
- A one to one interview with an independent assessor; and
- A formal panel interview

Pre Appointment Checks

You will be asked to declare any convictions that would lead to you being disqualified from appointment. If any are advised, your application will not be considered further.

The work of the Non-Executive Director is exempt from the Rehabilitation of Offenders Act 1974, which means, when asked, you must declare all criminal convictions, including those which would otherwise be considered spent.

You will also be asked to declare any other current or past issues that may be a barrier to your appointment or cause embarrassment to the Foundation Trust.

Structured checking will take place before an offer is confirmed. This will include: employment history, memberships of professional bodies, qualifications and convictions.

Suitable references will be sought from two referees.

How to Apply

To apply please prepare:

- A CV which clarifies how you meet the person specification.
- A covering letter highlighting the aspects of the Job Description and work of the Trust that particularly attracts you to the post.
- A completed Equal Opportunities Monitoring Form (this will be sent on acknowledgement of your application).

Please submit a full CV, letter of application and full statement of other commitments to Nick Parker, Director of HR and Workforce via post or email using the details below:

Postal Address:

Mr N Parker
Director of HR & Workforce
Ward 12, Location A27
Skipton Road
Steeton
Keighley
BD20 6TD

Email: nicholas.parker@anhst.nhs.uk

Tel: 01535 294870

Closing date for applications is 5pm on 4 January 2018.

All applications will be acknowledged and an Equal Opportunities Monitoring form will be sent for completion.

Please make it clear on your application if you are unable to attend on 15 January 2018.

If you wish to have an informal discussion with the Chief Executive, please contact her PA, Trish Smith directly on 01535 294803.