# Job Description

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| **Post title** | Associate Director (Professions Allied to Healthcare)  – King’s Clinical Academic Training Office (KCATO) |
| **Faculty/ PS Directorate (Tier 1)** | Research Management and Innovation |
| **School/Division/**  **Department (Tier 2)** | Research Talent |
| **Grade** | For NHS staff, up to Grade 8c (Agenda for Change pay scale)  For University staff, up to Senior Lecturer level  **0.2FTE** commensurate with current salary as buy-out, as agreed with faculty/school/department/clinical directorate |
| **Reports to** | Professor Catherine Evans, Deputy Director (NMAHPs), KCATO |
| **Job category** | Buy out for clinical academic training role. NB Successful candidate will primarily be based on their existing home site but be expected to travel across King’s Health Partners sites. |

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| **Role purpose** |
| King’s Clinical Academic Training Office seeks to support health professional clinical academic careers across the King’s Health Partner organisations. King’s Health Partners (KHP) is a world-leading partnership for health research, education, and innovation. KHP comprises King’s College London, Guy’s and St Thomas’ NHS Foundation Trust, King’s College Hospital NHS Foundation Trust and South London and Maudsley NHS Foundation Trust. A key ambition across King’s Health Partners is to grow our pipeline of clinical academic health professionals and future leaders in health.  We are seeking an Associate Director to join the team in KCATO. A key ambition is to strengthen early career support for King’s health professional researchers. You will work closely with the KCATO Deputy Director for Healthcare Professionals (Nurses, Midwives and AHPs [NMAHPs], specifically to provide leadership and representation for **professions allied to healthcare.** You will work with key stakeholders and partners, to create a visible focal point for training professions allied to health, in research.  Note: this role is open to health professionals who hold professional registration with a regulatory body relevant for any profession allied to healthcare. This role is not open to professionals registered with the GMC, GDC or NMC.  This opportunity is open to anyone employed across any of the organisations of King’s Health Partners – King’s College London, Guy’s and St Thomas’, King’s College Hospital or South London and Maudsley.  Further details in the eligibility criteria in the person specification below. |

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| **Key responsibilities** |
| Providing visible academic leadership for the KCATO specifically representing professions allied to healthcare.  Working with the KCATO team and other stakeholders to deliver our strategy for clinical academic training at King’s and across our partnerships, particularly in relation to professions allied to healthcare  Seek opportunities to widen the funding available for clinical academic training at King’s for professions allied to healthcare, including maximising opportunities to leverage external funding.  Representing the KCATO at internal and external meetings and events, promoting collaboration with stakeholders to enhance training opportunities for clinical academic researchers  Actively participate in, and influence, clinical academic developments across London and nationally, particularly with regard to professions allied to healthcare.  Establish effective communications between all clinical, academic and professional services staff, including contributing to, and chairing, meetings.  Establish appropriate mechanisms for consultation and input into the activities of the KCATO  Participate in relevant health researcher training governance boards and committees  Report into relevant research and training oversight committees e.g. KHP Exec Board, Postgraduate Research Student Subcommittee (PRSS)  Advise on, support and champion relevant skills and career development opportunities that help support the challenges of dual research and clinical careers.  Help ensure compliance with relevant policies and initiatives, such as the “UK clinical academic training: Principles and obligations” documents.  Participate in recruitment/selection processes for internally-funded clinical academic training schemes.  Champion equality, diversity and inclusion across all initiatives and support for clinical academic training e.g. recruitment best practices  Work with the KCATO team to develop and expand a repository of resources and advice for professions allied to healthcare seeking to understand and/or engage with research.  Assist in disseminating the KCATO activities and achievements to stakeholders within and outside King’s  *The above list of responsibilities may not be exhaustive, and the post holder will be required to undertake such tasks and responsibilities as may reasonably be expected within the scope and grading of the post.* |

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| **Our expectations** |
| There are a number of duties and responsibilities that we ask all employees to be familiar with and adhere to.  We ask that the successful candidate:   * Positively contributes to an environment at King’s that truly represents [Our Principles in Action](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.kcl.ac.uk%2Fjobs%2Four-culture&data=05%7C01%7Cjack.1.richards%40kcl.ac.uk%7C6e224b2bc4cd45ba087208dbef638c13%7C8370cf1416f34c16b83c724071654356%7C0%7C0%7C638366983043789750%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=%2FcyfHC5g6eaqjsQQbBzjKeMeAbx2wSb4iQXk1n8nao0%3D&reserved=0) and where every individual feels safe, secure and supported. * Always complies with the requirements of health and safety regulations to ensure their own wellbeing and that of their colleagues. * Has an understanding of sustainability, including its impact on the University and the work we do, and engages in sustainable practices in the workplace. * Ensures they are working in a safe environment, where they comply with our Health and Safety regulations and ensure confidentiality, only releasing confidential information obtained during the course of employment to those acting in an official capacity. * Complies with King’s protocols on the appropriate use of telephone, email and internet facilities. |

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| **Equal opportunities** |
| Equality, Diversity & Inclusion are central tenets of King’s Vision 2029 which sets out the roadmap for King’s ambition to provide an exceptional student experience and to be an employer of choice. Integral to this is ensuring equality of opportunity and outcome, recognising, celebrating and improving our diversity and inclusion.  As a responsible employer we aim to provide and promote a positive working, learning, and social environment which is free from prejudice, discrimination and any forms of harassment, bullying or victimisation. Our commitment to inclusion means that King’s aims to create an environment where differences are not just respected, but also valued and celebrated. Everyone should be able to bring their whole self to King’s.  All King’s students, staff and affiliates are responsible for meeting these commitments to value diversity and create an inclusive environment. King's will support and equip all members of its community to do this, embedding inclusion throughout the university’s policies, procedures, and practices. |

# Person Specification

| **Post title:** Associate Director (Professions Allied to Healthcare) – King’s Clinical Academic Training Office (KCATO) (0.2FTE)  **Grade:** Up to Grade 8c (NHS) or Senior Lecturer (University) | | | |
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| **Criteria** | **To be assessed via:** | | |
| **Essential** *(8 criteria max)* | **Application** *(This will be used for shortlisting applications)* | **Test/Assessment** | **Interview** |
| Full registration with relevant body (e.g. HCPC) with valid license to practice (excluding GMC, GDC or NMC) | Y |  |  |
| PhD or MD(Res) or equivalent in relevant subject area (or pending results) or evidence of an equivalent level of attainment via research publications | Y |  |  |
| Experience of working in a complex landscape with multiple stakeholders |  |  | Y |
| Experience of liaison with relevant internal and external stakeholders including NHS trusts, centres for clinical academic training e.g. funders, and other bodies involved in postgraduate health and research training. | Y |  | Y |
| Excellent interpersonal and communication skills (both verbal and written); ability to persuade, influence, negotiate, and present complex and challenging issues effectively. |  |  | Y |
| Demonstrable track record and commitment to developing junior health professionals and researchers e.g. through mentoring or leading formal or informal education/training initiatives. | Y |  | Y |
| Understanding of the UK landscape for clinical academic training e.g. role and remit of funders, UK NHS and University sector; and awareness of relevant government policy and planning documents; and the importance of clinical and research governance in clinical service delivery |  |  | Y |
| Commitment to equality, diversity and inclusion, promoting a culture of respect and where unacceptable behaviours are challenged. |  |  | Y |
| Able to foster a collaborative approach and work effectively in a team | Y |  | Y |
| **Desirable**  *(5 criteria max)* | **Application** | **Test/Assessment** | **Interview** |
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| **Last reviewed date** | 23 July 2024 |

# Appendix A – Employment Checks

**Disclosure and Barring Service Clearance (DBS)**

Carrying out regulated activities with children and/or adults1

Children

Adults

Both

None

Will there be any contact with vulnerable groups? 2

Yes

No

Will the post be situated in a regulation environment, for example on an NHS Premises? 3

Yes

No

**Additional Context:**

1. Regulated activity with **adults** may involve providing health care, person care, or social work;

Regulated activity with **children (under-18s)** may involve providing health care, personal care, social work, unsupervised teaching or training.

1. Contact with vulnerable groups must meet the frequency threshold of 4 days in a 30-day period. An adult is not considered to be vulnerable due to any personal characteristic: however, an adult may be regarded as vulnerable due to particular circumstances at a particular time, for example when they are receiving treatment in a hospital.
2. KCL buildings do not qualify as regulated environments. Only NHS Trust sites qualify as regulated environments.

Further information about the disclosure scheme can be found at: [www.gov.uk/dbs](http://www.gov.uk/dbs)

# Appendix A – Employment Checks

**Occupational Health Clearance**

When reviewing the below list, please note that any exposure, no matter how frequent will result in an Occupational Health Clearance.

**Please mark the box if the following the hazards / risks are associated with this post:**

Exposure Prone Procedure (EPP) Work

Direct patient care or regular patient contact / contact with clinical specimens or pathogens / pathology work

Prolonged repetitive movements / actions

Moving or handling heavy loads

Working shifts

Working nights

Working with dust or fumes

Working with skin irritants / sensitisers

Working with chemicals (industrial or cleaning)

Working in a confined space

Working with vibrating machinery / tools

Working at heights

Working with sewage

Lone working

Working outside

Exposure to noise levels (>80dbA)

Work with VDUs (>5hrs per week)

Food handling

Driving duties

Driving LGV or PCVs

Driving forklift trucks

Contact with latex

Contact with cytotoxins

Working with children

Exposure to persons with challenging or aggressive behaviour

Vocational driving

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| **Please also list any other Health Surveillance checks required by legislation (e.g. COSHH) / any Statutory Medical Surveillance (e.g. Asbestos, Lead):** |  |

**King’s Health Partnership Passport**

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| **Where will the role holder be based as part of their clinical practice?** | KCH - Kings College Hospital    GSTT - Guys & St Thomas Hospital    SLAM - South London & Maudsley |
|  | Other    Please detail below: |
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| **Will their research involve working on NHS sites outside of the above list?** | Yes  If yes, they will require a [**Research Passport**](https://www.hra.nhs.uk/planning-and-improving-research/best-practice/research-passport/)  No |
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| **For IoPPN Researchers Only:**  **Will they require access to the** [CRIS Database](https://www.maudsleybrc.nihr.ac.uk/facilities/clinical-record-interactive-search-cris/)**?** | Yes  No |