

GDP Leadership Fellow Candidate Pack

WT&E Midlands



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Post: NHSE Midlands Leadership Fellows (3 posts)

Clinical Specialty: Primary Care

Employer: Lead Employer (Part Time 16 hours)

Duration: Fixed Term Contract 12 months

Commencing: September 2024

Dear Applicant

Thank you for expressing an interest in the NHSE Fellowship Dental Leadership Fellow Programme. We hope that after reading the enclosed information you will feel enthusiastic about applying to join our scheme.

If you require any further information, please do not hesitate to get in contact.

Best wishes,



Fleur Kellett

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About the posts

NHS England are pleased to offer 2 positions for part time General Dental Practitioners to participate on our Leadership Fellow Programme.

This post will have a 0.4 WTE (16 hours) Leadership component - one of which needs to be a Friday. These will be paid at current ST1 DCT3 level, £55,329 full-time equivalent.

To be eligible for application you need to be working clinically within NHS primary care in the Midlands. Your clinical role can remain unchanged unless you need to reduce hours to allow for the 0.4WTE for the leadership programme.

Commencing in September 2024 the 2 posts are open to dentists who are fully GDC registered and have or eligible for full inclusion as a Dental Performer on the National Performer List by 4th September 2024 and have a position up to 0.6WTE working clinically in NHS primary care.

The successful postholders will take part in the monthly dental leadership development programme. The posts come with significant NHSE funding (up to £4000) towards registration fees for an academic qualification, short course or other development activity which has been agreed by the Associate Dean for Dental Leadership Fellows.

The post is suitable for:

- Associate Dentists
- Practice Owners

You should seek the support of your practice prior to application, especially if application is going to require changing in working patterns or UDA commitments. If they require additional information regarding this, please contact Fleur Kellett, Associate Dean. We are keen to support anyone interested in this role and understand that circumstances are going to vary between individuals and employers therefore NHSE can be flexible in our approach and urge you to contact us to discuss any queries.

What is a Dental Leadership Fellow?

The NHS, like most developed world health systems, is faced with multiple complex challenges; an aging population, the increasing burden of long-term conditions and comorbidities, on-going health system redesign, and the integration and application of scientific advances - all set against a background of financial constraint and the need to improve productivity alongside quality of care.

The scope of these challenges necessitates that all registrants develop leadership skills, both to improve current service delivery and positively impact future health systems.

Midland Dental Leadership Fellow posts offers Dental Registrants the opportunity to develop their skills in leadership, management, strategy and project management outside of their normal clinical practice.



During the Fellowship you will have the opportunity to acquire, develop and share knowledge and skills in leadership and will be challenged to think and behave differently in your leadership roles.

Who will I work with?

During the 12 months you will work with the other fellows on the scheme, members of the NHSE team including close working with the Dental Workforce Development team led by Jennie Ross, Associate Dean, and Local Dental Network (LDN) chairs across the Midlands region. You are likely to attend LDN meetings where local clinicians, members of HealthWatch, Commissioning Managers, Managed Clinical Network (MCN) Chairs, Integrated Care Board (ICB) representatives all come together to discuss developments in their region.

If you want to know more about LDNs and MCNs log into our [Postgraduate Virtual Learning Environment](#) and undertake the CPD training on LDNs. If you have not already signed up for access please fill out this [form](#) for registration.

What kind of projects will I do?

Previous projects completed by our GDP fellows have included:

East Midlands IMOS Procurement Process

Learning how to act as a clinical evaluator for the East Midlands IMOS procurement process, as well as completing the moderation processes for this.

Work Experience in Primary Dental Care

Creation of a work experience programme for use within a practice, including a staff plan for work experience students.

Oral Soft Tissue and Two Week Wait Referrals Analysis

Analysis of the two week wait referrals undertaken in their practice, the findings of which were used by the Interim CDO at a national conference.

Swallowing, Oral Health and Nutrition Ambassadors (SONAs) Programme Development

To multi professional project to support the development of training, resources and dissemination of the importance of good nutritional values.

Implementation of a dysphagia checklist for care home staff across Nottinghamshire

A multi professional project that has been set-up to develop Dysphagia and checklists to help healthcare professionals to identify swallowing and communication problems in patients after stroke and provided a basic framework in their management approaches.

“The Leadership Fellow programme is ideal for individuals eager to develop their leadership and management skills whilst simultaneously maintaining their clinical skills. The hybrid nature of this programme ensures clinical currency but also exposure to a wide range of leadership opportunities. This programme offers a safe and supportive environment, both clinical and non-clinical, which promotes personal and professional development.



The experiences and opportunities available throughout the year makes this programme truly unique. It has provided me with a new set of skills and experiences that would not have been achieved through clinical training alone. My knowledge of the NHS and leadership within dentistry has significantly improved. Being assigned mentors at the start of the year enables invaluable one on one support throughout the year. Furthermore, monthly group coaching sessions also contribute towards your development. Working alongside senior NHS leaders, attending regional and national meetings and being involved in large scale projects provides a plethora of learning opportunities. I have grown in confidence and met many amazing colleagues who I hope to stay in contact with throughout my career.

The positive impact this programme has had on my career is evident in many ways. Recently, I was appointed the National Dental Core Trainee Representative and am part of the Recruitment Steering Group as a result of the experience gained from my Leadership Fellow year. I have also been asked to speak on a national stage a number of occasions since completing the programme. I highly recommend applying for this unique programme!”

Jacob Watts
Leadership Fellow 2022-2023



"I'm currently in full swing of being a leadership fellow and I have found the year immensely rewarding, the shift from working full-time in a clinical setting to the leadership fellow post allows you to take a small step away from the clinical aspect to immerse yourself in a new environment involving leadership and management within the NHS.

The year has made me realise there is so much more to dentistry than just the four walls of the surgery. The post allows you to network with your fellow peers, be active in Local Dental Councils, Local Dental Networks and I am very fortunate to work closely with the Interim Chief Dental Officer.

On the non-clinical days, you'll be involved in projects which can be local, regional and even national. Having a particular interest in Special Care Dentistry I am delighted to be involved in the development of the Swallowing, Oral Health and Nutrition Ambassadors in care homes and domiciliary settings across Lincolnshire, as well implementing a dysphagia checklist in care homes in Nottinghamshire.

There is a tremendous emphasis on focusing on your own professional development throughout the year, each fellow has a study budget which can be used to fund a postgraduate certificate, diploma or to attend conferences. In addition, there are monthly study clubs and coaching sessions focusing on management and leadership attributes. I have also been very fortunate to have access to great mentoring in my post who have supported me if I had any concerns. There are also great opportunities to workout outside your comfort zone, for instance, later this year I am presenting at the national BDIA conference."

Conner Reynolds
Leadership Fellow 2023-2024

Leadership Fellow Programme

Induction

There will be a mandatory full day NHSE induction on Wednesday 4th September 2024 at the NHSE Office in Birmingham.

Continued Professional Development

The opportunity for Continued Professional Development (CPD) is supported and encouraged by the fellowship programme, within funding, time and available facilities.

Friday Study Clubs

Once a month on a Friday the Dental Leadership Fellows have a virtual breakfast study club where dental leaders from a variety of organisations share their leadership experiences, insight and knowledge. The initial schedule is pre-arranged, but fellows have the ability to shape the topics covered, there is a small budget available for booking speakers.

Group Coaching

Once a month on a Friday the Dental Leadership Fellows to have access to a professional coach. These sessions create a safe place for the cohort to share and explore their experience of the Fellowship and anything they are finding challenging. The sessions are flexible in format and content and can change to meet the needs of the groups.

Focus for coaching may include:

- building/understanding strengths and passions
- developing emotional intelligence and empathy
- understanding self and how to work with people different to you
- future career planning
- space for individual Fellows to be coached on particular challenges for example having courageous conversations

One to One meetings with the Associate Deans

Supportive one-to-one meetings with Fleur Kellett occur on a regular basis throughout the year. These meetings will be used to review your projects, professional development and general wellbeing.

Terms and Conditions of Service

Terms and conditions are in alignment with NHS 2016 Junior Doctor contract.

Remuneration and Contract of Employment

NHSE in the Midlands will reimburse the substantive (clinical) employer via the Education Contract where applicable, or otherwise by invoice for 0.4WTE of salary costs (to include employer oncosts).

NHSE in the Midlands will reimburse the Fellow up to £4,000 towards registration fees for an academic qualification which has been agreed by the Associate Dean for Fellows.

Tenure

The appointment is a fixed term for one year.

Contractual Notice Period

The agreed minimum period of notice by both sides is 1 month notice.

Annual Leave

Annual leave will be aligned with NHS 2016 Junior Doctor contract.

Registration

Candidates must have full registration and a license to practise with the GDC for the duration of the appointment.

Travel Expenses

There will be an element of travel within the region. There are 4 face-to-face NHSE events throughout the year, travel and accommodation (if required) costs are fully covered for these.

Additional costs will be reviewed on an individual basis.

Indemnity

Indemnity for the 0.4WTE Leadership post will be provided by NHS England. It is the successful candidate's responsibility to ensure that they have full clinical indemnity for their clinical role.

Key Dates for your Diary

Provisional Recruitment Timeline

Dates	Stage
Week commencing 1 st April 2024	Applications open
19 th April 2024	Application deadline
25 th April 2024	Candidates notified of shortlisting outcomes
9 th May 2024	Virtual interviews – SAVE THE DATE
June/July 2024	Contract arrangement window (guidance will be issued)
4 th September 2024	Fellowship commences
2 nd September 2025	Fellowship ends and final presentations

If successfully appointed all Leadership Fellows will be required to attend the following events:

- Leadership Fellow Induction Wednesday 4th September 2024, NHSE Birmingham Office
- Dental Foundation Trainee Careers Day 5th and 6th December 2024 Aston University
- BDIA Dental Showcase March 2025 (date tbc) London
- Foundation Dentist Induction and Fellow Final Presentations 1st and 2nd September 2025 Birmingham

Eligibility and Selection Criteria

Candidates must meet the following **eligibility requirements** to apply for the scheme:
See page 12.

	Specification	Criteria		Evidence Application Form (AF) or Interview (I)
		Essential	Desirable	
Essential Qualifications	<ul style="list-style-type: none"> GDC Registered Dentist Eligibility for full inclusion as a Dental Performer on National Performers List by commencement of post 	<ul style="list-style-type: none"> • • 		AF AF
Knowledge, Skills, Training and Experience	<ul style="list-style-type: none"> Evidence of professional development since qualification 3 years' experience post qualification working within NHS as a dentist Experience working as an Associate in NHS dentistry Evidence of emerging leadership within practice e.g. Undertaking an improvement project in practice, leading training, staff development initiative Participation in a professional network or regional meeting Robust IT literacy skills and able to use Office 365 Demonstrates understanding of the basic principles of audit, evidence-based practice and patient safety Writing experience in clinical and/or non-clinical topics or peer reviewed publications and/or other communication medium (e.g. blog, letters, etc.) 	<ul style="list-style-type: none"> • • • 	<ul style="list-style-type: none"> • • • • 	AF AF/I AF AF AF/I AF

<p>Qualities</p>	<ul style="list-style-type: none"> • Good written and oral communication skills • Good organisation skills • Honesty and reliability • Able to work collaboratively within a multi-disciplinary team • Shows initiative, drive and enthusiasm • Seeks and acts of feedback regarding own effectiveness and areas for development • Ability to cope under pressure and to manage uncertainty, demonstrates initiative and resilience 	<ul style="list-style-type: none"> • • • • • • • 		<p>AF/I</p> <p>AF/I</p> <p>AF/I</p> <p>AF/I</p> <p>AF/I</p> <p>AF/I</p> <p>AF/I</p>
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