

Post information	
Role title	Chief Operating Officer
Location(s)	The post holder will have an office at Osprey Court in South Bristol but may be required to work across the Bristol, North Somerset and South Gloucestershire (BNSSG) area.
Contract	Permanent 0.6 WTE with the flexibility to work some additional hours on request.
Job profile	<p>In close collaboration with the Executive Leadership Team (ELT), general practice and our system partners in health and social care, you will implement the long-term strategy for the development of One Care.</p> <p>You will have a particular focus on the development of integrated care in BNSSG, and on building the resilience of One Care, while always conscious that the success of general practice is our core aim.</p> <p>Main duties and responsibilities:</p> <ul style="list-style-type: none"> • Oversee day-to-day operations, implementing innovative solutions that enhance the integration of patient care; increase practice engagement; and improve financial security of the organisation • Identify key programmes of work, alliances, and other strategic opportunities, which align with the organisational strategy • Quantify the risks and benefits of implementing developments, joint ventures and other strategic opportunities working across systems • Seek out diverse income streams for the organisation, to improve financial resilience • Act as Deputy CEO • Support the CEO in ensuring the Board and other committees are representative and comprise appropriately skilled and knowledgeable members – this will include identifying, recommending and nurturing potential Board members, Board recruitment and induction, development activities and training • Ensure all of the organisation’s activities are connected and work well together to deliver One Care’s strategy and demonstrate its values • Act as organisational lead on statutory, regulatory and other compliance matters • Work with colleagues to continuously improve the quality and delivery of support services to practices and shareholders • Work with the CEO, the ELT, the Board and General Practice Collaborative Board to ensure working relationships between staff and One Care’s member practices are always effective and professional • Work with ELT to improve the recording of delivery against KPIs and ensure clear and timely presentation of Board reports and other business results

	<ul style="list-style-type: none"> • Work flexibly with the GPCB Medical Director to align functions and ensure effective representation of general practice at system-level discussions. • Act as the organisation's Caldicott Guardian to provide leadership and informed guidance on complex matters involving confidentiality and information sharing
Line management responsibility	Yes
Responsible to	CEO
Accountable to	The Board
Key working relationships	<ul style="list-style-type: none"> • One Care Executive Leadership Team • One Care colleagues • One Care Board Directors • Integrated Care System partners • General practice colleagues
Salary	£110,000 (full time equivalent)

PERSON SPECIFICATION

QUALIFICATIONS AND EXPERIENCE	
Criteria	Requirement
Proven experience at a senior level in operational management	Essential
Demonstrable experience in strategic planning and business development	Essential
Experience of working in a senior position in the health sector, potentially in general practice, community health or a related field	Desirable
Understanding of NHS structures, policies and regulation including the complexities of NHS funding and commissioning	Essential
SKILLS, PERSONAL QUALITIES AND ATTRIBUTES	
Criteria	Requirements
Demonstrate a leadership ethos that inspires the team and supports the culture of high professional standards, excellent planning, and values-based leadership across the organisation	Essential

Lead by example and model behaviours that demonstrate One Care's values	Essential
Be adept at building and maintaining effective relationships with key stakeholders	Essential
Demonstrate the ability to combine broad operational knowledge with strategic planning	Essential
Well-developed verbal and written communication skills with the ability to convey complex information, influence stakeholders and foster collaboration	Essential
Understand and follow the Nolan principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership; leading by example and personal credibility	Essential