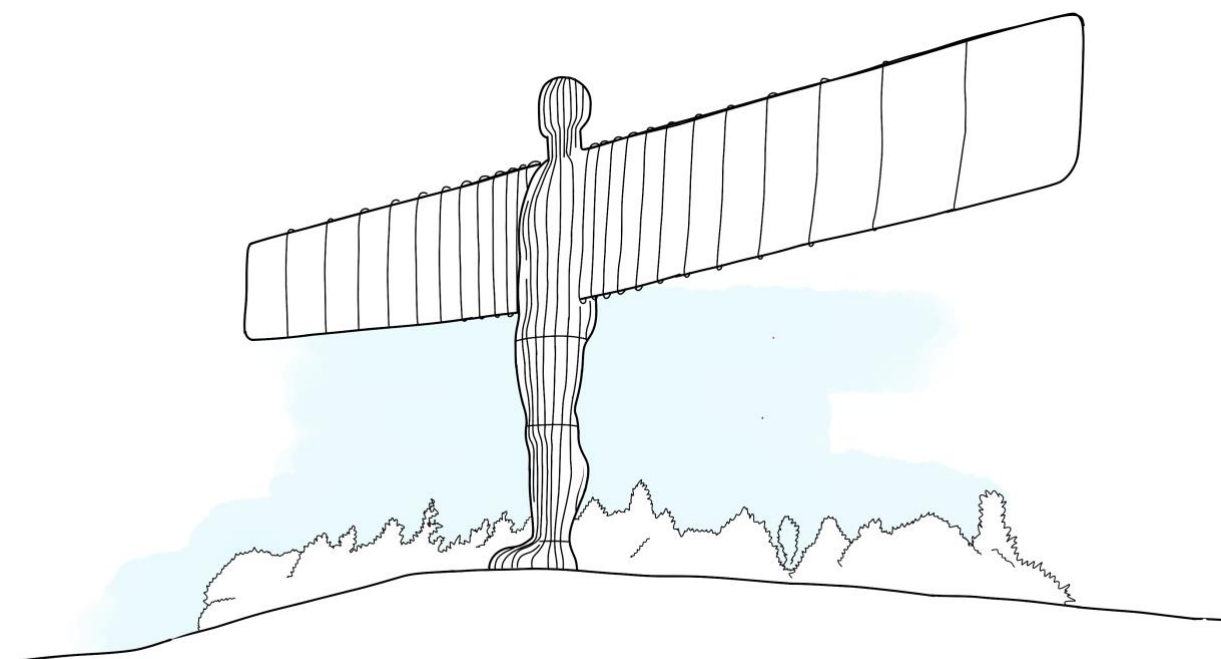


Non-Executive Director – Finance

Candidate Briefing Pack



Welcome

Dear Candidates

We are delighted that you may be interested in joining our Board of Directors as a Non-Executive Director.

At Gateshead Health NHS Foundation Trust we provide a wide range of acute, community and older peoples' mental health services to our local community and beyond. We deliver a large range of screening services supported by our regional laboratory services.

We operate from a number of main sites include Queen Elizabeth Hospital, Bensham Hospital, Metrocentre Community Diagnostic Centre (CDC) and Blaydon Primary Care Centre, alongside a number of smaller community sites across Gateshead.



We also own our subsidiary company QE Facilities Limited. Established in 2014 QE Facilities provides a diverse offering including estates and facilities services, financial advisory, pharmacy, and logistics services across the region and beyond.

We are also a key member of the Great North Healthcare Alliance with our valued provider partners at Newcastle-upon-Tyne Hospitals, Northumbria Healthcare and North Cumbria Integrated Care. This provides us with real opportunities to collaborate together to ensure that collectively we deliver the best care to patients in the north of the region.

We are proud to be an ambitious, values-led organisation delivering safe, high-quality care for our communities. With national recognition for maternity care, award-winning clinical services, major investment in women's and children's facilities, and a growing role in diagnostics, research and neighbourhood care, this is an exciting time to join us.

By joining our Board of Directors you have the opportunity to:

- Shape the future of integrated care for Gateshead and the wider North East
- Join a values-led Board with a clear five-year strategy and ambitious vision
- Contribute to a Trust with strong foundations in quality, compassion and community impact
- Support our ambition to become a centre of excellence for women's health
- Help drive strategic transformation across diagnostics, neighbourhood care and women's health
- Join a Board overseeing major investment in modern facilities for women, children and families
- Be part of a Trust delivering nationally recognised maternity care
- Support award-winning clinical innovation and research-led improvement
- Help shape the continued expansion of our Community Diagnostic Centre and care closer to home
- Bring your leadership to a Trust committed to reducing health inequalities

- Contribute to a Board working collaboratively across the Great North Healthcare Alliance
- Support system leadership through one of the North East's most significant provider collaborations
- Help strengthen governance, assurance and strategic decision-making in a complex NHS environment
- Join an organisation committed to staff wellbeing, inclusion and a positive culture
- Support a Trust recognised for strong patient experience and compassionate care
- Help guide a major NHS anchor institution serving Gateshead's communities
- Contribute to sustainable healthcare through our refreshed Green Plan and net zero commitment
- Join a Board focused on quality, financial sustainability, estates resilience and digital transformation
- Bring your expertise to a Trust with ambition, purpose and a strong commitment to public service

We are seeking a Non-Executive Director to complement our existing Board Members, using their skills and experiences to help us to achieve our ambitions and strategy. This individual should hold an accountancy qualification and senior financial leadership experience in a complex organisation. Knowledge and recent experience of working within NHS finance or public sector finance would be desirable, although not essential.

Transformation and improvement are critically important in the NHS at present, supporting us to identify ways in which we can enhance the services we deliver to our patients in the most effective way possible within our available resources. Experience of leading / delivering large-scale transformation is a desirable but not essential criteria.

We are committed to building a diverse and inclusive Board that reflects the communities we serve. We welcome applications from people of all backgrounds and particularly encourage candidates from groups currently under-represented on NHS boards, including people from the Global Ethnic Majority, people living with a disability and those with lived experience of health inequalities. Diverse perspectives strengthen our decision-making and help us deliver better outcomes for patients and communities.

Please note that to be eligible to apply for this role candidates must reside in the North East or North Cumbria (i.e. the geographical area covered by the North East and North Cumbria Integrated Care System).

We do hope that you find this vacancy of interest and help us to keep our patients at the heart of all that we do.



Sir Paul Ennals, Chair
Chair of the Board of Directors and Council of Governors



Dr Sean Fenwick
Chief Executive

Opportunity - Terms & Conditions

Role: **Non-Executive Director - Finance**

Remuneration: £13,715 per annum

Time commitment: Average of 4-5 days per month

Start date: 1 October 2026 for a term of 3 years

Note that Non-Executive Directors must be a member of one of the public constituencies of Gateshead Health NHS Foundation Trust (which includes the whole of the North East and North Cumbria in line with the geographical boundaries of the North East and North Cumbria Integrated Care System).



Job description – Non-Executive Director

As a Non-Executive Director, you will work alongside the Chair, other Non-Executive Directors and Executive Directors of the Trust as a full member of the Board. You will be individually and collectively accountable with the other Directors for the success of the organisation and will have the responsibility to constructively challenge the decisions of the Board and help develop proposals on priorities, risk mitigation, values, standards and strategies.

As a qualified accountant you will bring sound financial knowledge and skills to the work of the Board and its committees, utilising your subject matter knowledge to constructively contribute to debate and decision-making.

A recognised accountancy qualification and significant financial senior leadership experience are essential requirements of this role. Knowledge and recent experience of working within NHS finance or public sector finance would be desirable, although not essential.

Transformation and improvement are critically important in the NHS at present, supporting us to identify ways in which we can enhance the services we deliver to our patients in the most effective way possible within our available resources. Experience of leading / delivering large-scale transformation is a desirable but not essential criteria.

We are committed to building a diverse and inclusive Board that reflects the communities we serve. We welcome applications from people of all backgrounds and particularly encourage candidates from groups currently under-represented on NHS boards, including people from the Global Ethnic Majority, people living with a disability and those with lived experience of health inequalities. Diverse perspectives strengthen our decision-making and help us deliver better outcomes for patients and communities.

Non-Executive Director appointments are made by the Trust's Council of Governors taking into account local needs and the requirements of the [Code of Governance for NHS Provider Trusts](#).

Non-Executive Directors are chosen for their breadth of experience, appropriate calibre and personal qualities.

A Non-Executive Director of the Trust, or any other NHS Foundation Trust, may not be or become a Governor of the Foundation Trust.

Role Outline

The Non-Executive Director role has been aligned to the six leadership competency areas outlined in the [NHS England Leadership Competency Framework](#).

Driving high-quality and sustainable outcomes

- Seeking assurance that the Trust delivers the best possible care for patients
- Showing a commitment to ensuring excellence in the delivery of high quality and safe care within the resource allocation.
- Seeking assurance that the Trust demonstrates continual improvement and collectively strives to meet the standards expected by our patients and communities, as well as commissioners and regulators.
- Ensuring that the patient voice informs, as appropriate, the work of the Board.

- Modelling behaviours that demonstrate and championing the importance of learning and improvement.
- Ensuring the best use of financial and other resources in order to maximise effective treatment for patients
- Champion the Trust's clinically-led and management supported philosophy and ensure that this is at the forefront of Board decision-making.

Setting strategy and delivering long-term transformation

- As part of a unitary Board develop strategies which deliver against the needs of the people using our services, as well as statutory duties and national and local system priorities.
- Ensure that there is a long-term strategic focus while delivering short-term objectives.
- Seek assurance that strategies reflect an appropriate prioritisation of resources.
- Seek assurance that strategies reflect best practice and are informed by the political, economic, social and technological environment in which the Trust operates.
- Establishing clear objectives to deliver the agreed plans and strategy and regularly seek assurance over performance against those objectives
- Holding the Chief Executive and other Executive Directors to account for the effective management and delivery of the organisation's strategic aims and objectives
- Acting as an ambassador for the Trust in engagement with key partners and stakeholders, representing the Trust's views with national, regional or local bodies and / or individuals. Seek assurance that strategic plans have due regard to the views of these key stakeholders.

Promoting equality and inclusion, and reducing health and workforce inequalities

- As a member of a unitary Board, ensure there is an understanding and commitment to address variation and inequalities in the quality of care and outcomes to ensure that there are improved services and outcomes for all patients and communities, including our workforce.
- Demonstrate social and cultural awareness and work professionally and thoughtfully with people from all background
- Work in partnership with other boards and organisations across the system to ensure decision-making improves population health and reduces health inequalities.

Providing robust governance and assurance

- Embrace the principles of a unitary Board and work with Board colleagues to reach collective agreement on decisions and approaches.
- Use a variety of information sources and data to seek assurance over quality, financial, operational and people performance.
- Be a visible leader, taking part in Board walkabouts and other engagement opportunities, triangulating the observations from direct engagement with the information presented at Board and committee levels.
- Upholding the values of the Trust through your own behaviours.
- Promote the highest standards of governance
- Use personal and professional knowledge and experience to constructively contribute at the Board and support continuous improvement.
- Attending committees and other ad hoc meetings of the main Board, taking on chairmanship where necessary

- Liaising and co-operating with the Council of Governors, and having due regard of their opinions, as appropriate and supporting the Council in their role of holding Non-Executive Directors to account for the performance of the Board.
- Participating in any Board induction, training and evaluation identified as an individual and as part of the Board or committee
- Working with the Senior Independent Director on the annual performance evaluation of the Chair, in line with the process agreed by the Council of Governors and reporting back to the Council of Governors appropriately
- Undergoing an individual and Board performance appraisal, and attending any additional training highlighted as a result of the evaluation process

Creating a compassionate, just and positive culture

- Promote visible, inclusive and compassionate leadership across all staff groups.
- Contribute towards the development of a supportive, just and positive culture across the Trust.
- Seek assurance that appropriate arrangements are in place to engage with and listen to staff and support staff wellbeing.
- Ensure that there is a safe culture of speaking up in the Trust and seek assurance over this.

Building trusted relationships with partners and communities

- Commitment to collaboration, consultation and co-production with key partners, the people using our services, our communities and our workforce.
- Foster productive relationships and harness opportunities to strengthen collaborative working.
- Maintain transparent and productive relationships with the Council of Governors.
- Maintain and continue to develop knowledge about the local health systems

Person Specification

Essential criteria are marked with an (E) and desirable criteria with a (D).

The following skills, experience and attributes are sought from candidates:

- A recognised accountancy qualification and associated significant senior financial leadership experience in a complex organisation (E)
- Senior financial leadership experience within the NHS or within another public sector body (D)
- A sound understanding of NHS finances (D)
- Experience of delivering / leading large scale transformation / improvement initiatives (D)
- The temperament, ability and experience to work at a Board level (previous Board-level experience is desirable, but not essential) as full support will be offered (D)
- Previous experience of chairing committees is desirable, but not essential as full support will be given (D).
- A deeply-rooted commitment to the delivery of safe, high-quality, compassionate and joined-up care, and to its continuous improvement (E).
- Ability to work with and influence senior leaders across all professional/management disciplines (E)
- High level of understanding and interest in healthcare issues (E)
- A commitment to NHS values and principles of NHS Foundation Trusts (E)

- Ability to understand and contribute to the strategic direction of a large and complex organisation (E)
 - Highly developed interpersonal and communication skills (E)
 - Proven leadership skills (E)
 - Ability to understand complex strategic issues, analyse and resolve difficult problems (E)
 - Sound, independent judgement, common sense, and diplomacy (E)
 - Politically astute, with the ability to grasp relevant issues and understand relationships between interested parties (E)
 - Clear understanding, and acceptance, of the legal duties, liabilities, and responsibilities of Non-Executive Directors (E)
 - Sound knowledge of corporate governance (E)
 - Sufficient time and commitment to fulfil the role (E)
 - Ability to fulfil fit and proper person requirements of the role (E)
 - Awareness / willingness to develop an awareness of mass public health issues which may affect the Trust (D)
-
- **Please note that to be eligible to apply for this role candidates must reside in the North East or North Cumbria (i.e. the geographical area covered by the North East and North Cumbria Integrated Care System) (E)**

Time commitment

Non-Executive Directors will devote sufficient time to ensure satisfactory discharge of their duties. This is likely to mean an average of 4-5 days per month although this may be more at times.

General Statements

The statements outlined below are the standards with which all employees of the Trust are expected to comply.

- **Control of Infection**

All Trust staff have a duty to provide a safe environment by considering adherence to infection prevention and control as an integral part of their roles and responsibilities. The individual roles and responsibilities for staff are outlined in the Trust's Control of Infection Policy. There should be specific discussion of control of infection within the appraisal process and as a minimum all staff must demonstrate good hand hygiene and practice and support the Clean Your Hands Campaign.

- **Privacy and Dignity, Respect and Equality of Opportunity**

The Trust is committed to ensuring that all current and potential staff, patients and visitors are treated with dignity, fairness and respect regardless of gender, race, disability, sexual orientation, age, marital or civil partnership status, religion or belief or employment status. Staff will be supported to challenge discriminatory behaviours.

- **Code of Conduct for Senior Managers**

To adhere to the Code of Conduct for NHS Senior Managers.

- **Remuneration**

The Council of Governors, advised by the Council of Governors' Remuneration Committee, determines the remuneration and allowances, and other terms and conditions of office of Non-Executive Directors (details of which are published in the Trust Annual Report).

Remuneration is taxable and subject to National Insurance contributions. It is not pensionable.

Non-Executive Directors are eligible to claim allowances for travel and subsistence costs necessarily incurred on Trust business.

Appointment and Tenure of Office

Non-Executive Directors will generally be appointed for an initial period of office of 3 years. Any subsequent reappointment will be subject to approval by the Council of Governors (advised by the Council of Governors' Remuneration Committee) and the guidance on Non-Executive Director appointments included in the NHS Provider Code of Governance.

Non-Executive Director posts are public appointments or statutory offices and are not subject to the provisions of employment law. To ensure that public service values are maintained at the heart of the National Health Service all Directors of NHS Boards are required, on appointment, to subscribe to the Codes of Conduct and Accountability enshrined in the Trust's constitution, policies and procedures and regulatory Code of Governance. Appointment is conditional upon DBS and other appropriate checks in line with the Fit and Proper Person test policy.

Non-Executive Directors have a duty to declare any pecuniary interests, direct or indirect, which may arise in connection with the business of the Trust and are required to declare any interests which may be considered "relevant or material" (as defined in the Constitution, Standing Orders and relevant Trust policies) for inclusion in the register of directors' interests maintained by the Company Secretary.

How to Apply

Applications can be submitted via email

Closing date for interviews, Friday 14th August. Interviews will take place in September. Castle Peak Group is acting as our retained consultancy on this appointment. Candidates should apply by emailing a full cv and covering letter to James Carss at james.carss@castlepeak-group.com

