

Recruitment pack

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# Executive Director of Professional Practice

**NMC** Nursing &  
Midwifery  
Council

October 2022

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# Welcome

Thank you for your interest in this vitally important role for the NMC, and the nursing and midwifery professionals across the UK.

Our organisation is at a pivotal moment as we recover from the height of the pandemic and focus on the strategic objectives that Covid-19 put on hold. We're now in the third year of our five-year strategy, and while we've achieved much already, there's still plenty of work left to do to shape the future of nursing and midwifery regulation and transform our organisation. That's why it's such an exciting time to join our leadership team. This is a fantastic opportunity to use your exceptional skills and experience to make a positive difference.

While this role has a unique focus, it's a leadership position that plays a key role in the design and delivery of our regulatory work, as we aim to promote and uphold high standards of nursing and midwifery practice, and inspire public confidence in the professions.

In the next few years, the Executive Director of Professional Practice will lead reviews of some of our most important regulatory tools including our Code, which sets out the professional standards of practice and behaviour for nurses, midwives and nursing associates; and our revalidation process, which helps make sure professionals keep developing their knowledge and expertise throughout their careers. You'll also lead a comprehensive review of advanced nurse practice, exploring whether regulation is needed and if so, how it should be delivered.

Together with your ongoing responsibilities for the quality assurance of education programmes and oversight of pre- and post-registration standards, you will play a key role working in collaboration with our partners to shape the practice of new and existing nursing and midwifery professionals for years to come.

Importantly, our Executive Director of Professional Practice will have a regulatory leadership role for the nursing and midwifery professions

across the UK. As our most senior registrant, you will have the in-depth knowledge and understanding of the professions necessary to make decisions that shape practice across health and care, ensuring the voice of the professions is clearly heard within the NMC executive team. We're looking for someone with a bold vision for the future, capable of providing strategic direction and support for the professions and NMC colleagues and a born collaborator.

## And finally...

This role is challenging and rewarding in equal measure. We want to hear from outstanding leaders who feel inspired by our vision, and aligned with our values of fairness, kindness, ambition and collaboration. If that's you, then I very much look forward to hearing from you.

**Andrea Sutcliffe CBE**

Chief Executive and Registrar

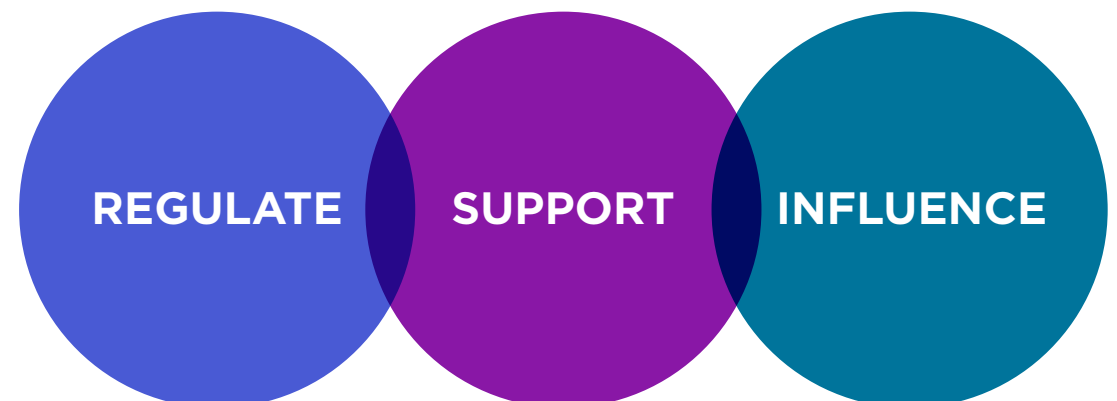
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## About us

Our core role is to **regulate**. First, we promote high education and professional standards for nurses and midwives across the UK, and nursing associates in England. Second, we maintain the register of more than 758,000 professionals eligible to practise. Third, we investigate concerns about nurses, midwives and nursing associates – something that affects a tiny minority of professionals each year. We believe in giving professionals the chance to address concerns, but we'll always take action when needed.

To regulate well, we **support** our professions and the public. We create resources and guidance that are useful throughout people's careers, helping them to deliver our standards in practice and address new challenges. We also support people involved in our investigations, and we're increasing our visibility so people feel engaged and empowered to shape our work.

Regulating and supporting our professions allows us to **influence** health and social care. We share intelligence from our regulatory activities and work with our partners to support workforce planning and sector-wide decision making. We use our voice to speak up for a healthy and inclusive working environment for our professions.



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# Our values and behaviours

We don't pay lip service to our values. They genuinely guide the way we behave, individually and together, and give us a firm foundation to promote excellence in nursing and midwifery for the benefit of the public. Each value is crucial, but their real strength comes from how they work together.

## We're Fair

We treat everyone fairly. Fairness is at the heart of our role as a trusted, transparent regulator and employer.

## We're Kind

We act with kindness and in a way that values people, their insights, situations and experiences.

## We're Ambitious

We take pride in our work. We're open to new ways of working and always aim to do our best for the professionals on our register, the public we serve and each other.

## We're Collaborative

We value our relationships (both within and outside of the NMC) and recognise that we're at our best when we work well with others.



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We're all responsible for upholding these values in our own and our colleagues' behaviour. Everyone we work with – whether they're a colleague, a professional on our register, a member of the public or someone else – will see these values through the way we behave.

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# Our strategy

We're in the third year of our strategy for 2020–2025. It's designed to promote and uphold the highest professional standards in nursing and midwifery to inspire confidence in the professions.

The coronavirus pandemic intensified just as we approved **the strategy** in spring 2020, and we quickly refocussed our priorities in response. Now that the crisis phase of the pandemic is over, we're working hard to make to make sure deliver on our strategic commitments.

Our **corporate plan** for 2022-2025 sets out how we'll do this. It includes 22 goals to advance our strategy over the next three years. This covers a diverse and exciting breadth of work, including:

- working with the government to deliver a substantial programme of regulatory reform to improve the legislation that guides our work
- implementing our new post-registration standards, designed to build on ambitions for community and public health nursing
- launching new standards that provide greater flexibility in nursing and midwifery pre-registration education
- reviewing revalidation requirements for nursing and midwifery professionals, supporting them to develop their knowledge and skills throughout their careers.

And to make sure we achieve all this and much more, we will become a fit for the future organisation by:

- delivering our People Plan that supports, engages and retains our colleagues
- improving the way we're structured
- updating digital systems that support how we regulate to improve the experience for customers and colleagues.

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Our three strategic themes of 'regulate', 'support', and 'influence' guide all this work, while our values underpin our approach. You can find out more about our five-year strategy and our corporate plan for 2022–2025, including our 22 commitments, on our website.

# Strategy overview

## Vision

Improving everyone's health and wellbeing through excellent nursing and midwifery - safe, effective and kind.

## Purpose

Promoting and upholding high professional standards in nursing and midwifery - protecting the public and inspiring public confidence.

## Our role 2020-25

### Regulate

- An accurate and transparent register
- Robust professional and educational standards
- Assuring education programmes
- Responding fairly to fitness to practise (FtP) concerns

### Support

- Promote understanding - our professions and our role
- Provide practical tools - help embed standards
- Emotional and practical support people involved in our process

### Influence

- Promote positive and inclusive professional working environments
- Share data and insight to avoid risks of harm and address workforce challenges
- Encourage regulatory innovation

## Aims for 2020-25

Improvement and innovation

Proactive support for our professions

More visible and better informed

Empowering and engaging

Enhanced data and insight

## Values

Fair

Kind

Ambitious

Collaborative

# Role description

Job title	Executive Director of Professional Practice
Directorate	Professional Practice
Department	Executive Team
Grade	Director
Reports to	Chief Executive and Registrar
Hours	Full-time
Location	London - with hybrid working
Salary	Up to £150,000 per annum depending on experience

## Role purpose

To lead on delivering the professional vision for nursing and midwifery regulation in the UK that promotes confidence in the professions and ensures public protection.

To act as an ambassador for the NMC as the most senior NMC registrant, establishing positive relationships with key partners including the UK Chief Nursing Officers, Chief Midwifery Officers, their teams and representative bodies.

To determine in co-production with professionals, partners and the public, the appropriate policies, standards and Code of Conduct to underpin all aspects of entry onto the register and maintenance of ongoing registration.

To provide strategic leadership and direction, in line with the NMC values and behaviours, to all colleagues in the Professional Practice directorate

To act as a role model and senior leader across the NMC in particular to provide professional leadership to all registrant colleagues across the NMC.

To take collective responsibility, as a member of the Executive Board, for the delivery of the NMC strategy, financial and statutory responsibilities, leadership of the NMC and the promotion of an inclusive culture that celebrates diversity and tackles discrimination.

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# Key accountabilities

## Functional responsibilities

- 1** Develop the strategic vision for nursing and midwifery regulation that promotes confidence in the professions and protects the public and further develop a standards and education framework that realises that vision.
- 2** Lead the development and implementation of evidence and outcome based standards to regulate the registration and practice of nursing and midwifery professionals and protect the public.
- 3** Strengthen and deliver an effective education regulation strategy for nursing and midwifery professionals, and ensure the delivery of education quality assurance through implementation with partners.
- 4** Lead the debate on the future role of the register, ensuring alignment between this and the education programmes necessary to support the outcome required.
- 5** Secure a strong evidence base for Council and executive decision making through robust research and intelligence, and analysis of the environment in which we operate.
- 6** Strengthen relations at a local level through the further development of the Employer Link Service to establish an NMC-local presence across health and social care.
- 7** Provide appropriate support to the Chief Executive and Registrar on all aspects of nursing and midwifery education and its accreditation.





## Leadership responsibilities

- 8** To provide visible leadership and direction to teams in the Professional Practice directorate, delivering strong engagement with colleagues and effective, supportive performance management with the directorate leadership team.
- 9** To lead effective business planning and budgeting, aligned with the NMC strategic plan, and ensure delivery against budgets, Key Performance Indicators and timescales.
- 10** To further develop robust monitoring of effective risk management for all aspects of the directorate's operations.
- 11** To keep abreast of legislation, guidance and other changes, ensure that Council and Executive Board are advised, and lead any operational changes that result.

## Shared Executive responsibilities

- 12** As a member of the Executive Board, act as a role model, sharing collective responsibility for making the NMC an inclusive, values driven and supportive organisation.
- 13** To contribute to the implementation of the NMC strategy, and contribute to the development of a high performing executive.
- 14** To play an active role in the corporate governance of the NMC, supporting the Chair and Council in good decision making and effective accountability.
- 15** To engage with external stakeholders, acting as an ambassador for the NMC, and building effective relationships and influencing across the health and social care sector.
- 16** To take the lead engagement role on behalf of the Executive Board for specific stakeholder groups as agreed, sharing this responsibility with senior members of the Professional Practice leadership team.



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# Standard responsibilities

There are several standard duties and responsibilities that all employees, irrespective of their role and level of seniority within the NMC, are expected to be familiar with and adhere to.

- Comply at all times with the requirements of health and safety regulations to ensure their own wellbeing and that of their colleagues.
- Promote and comply with NMC policies including diversity and equality both in the delivery of services and treatment of others.
- Ensure confidentiality at all times, only releasing confidential information obtained during the course of employment to those acting in an official capacity in accordance with the provisions of the General Data Protection Regulation and the Data Protection Act 2018.

- Comply with NMC protocols on the appropriate use of telephone, email and internet facilities.
- Comply with the principles of risk management in relation to individual and corporate responsibilities.
- Comply with NMC policies and procedures as compiled on the organisation's intranet.

## People management

- Provide strong leadership and direction and keep performance improvement under review and ensure that performance targets are met.
- Facilitate and support the teams to enable them to achieve the department or directorate's objectives.

- Provide consistent performance management by providing regular feedback, conducting formal reviews, and identifying and addressing business-focussed training and development needs.
- Manage issues relating to conduct and capability, ensuring that such issues are dealt with in a focussed and timely manner.

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This job description is not exhaustive and as such the post holder is expected to be flexible. Any changes will only be made following a discussion with the post holder.

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# Person specification

## Qualifications and experience

- 1** Current valid registration with the Nursing and Midwifery Council.
- 2** Educated to degree level, or equivalent.
- 3** Higher qualification in a relevant field.
- 4** Track record of leading strategy, cultural change and service improvement.
- 5** Strong intellectual skills, innovative thinking, analysis and practical application.
- 6** Substantial experience of working at a senior level in a high profile and complex environment.

## Knowledge, skills and abilities

- 7** An understanding of the NMC's regulatory and social policy environment.
- 8** The ability to manage a complex, high profile and multi-faceted portfolio of work.
- 9** Effective skills for partnership and collaboration.
- 10** Sound understanding of the importance of corporate governance.
- 11** Highly developed communication and influencing skills. Understanding of the operation of education institutions and of the nursing or midwifery education environments in particular.
- 12** Excellent people leadership skills and proven ability to lead and empower diverse functions.

- 13** Financial acumen and proven ability to manage budgets and resources prudently.

## Personal qualities

- 14** Committed to public protection.
- 15** Focused on impact.
- 16** Supportive team player, leader and manager.
- 17** Willing to challenge underlying assumptions and the status quo.
- 18** Resilient and self-confident to drive through change.

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## Benefits

At the NMC our people are at the heart of everything we do. We value the contribution our people make to the success of our organisation.

In return, we offer a comprehensive and competitive benefits package including:

- 30 days annual leave (plus 8 days paid bank holidays) with an added option to buy and sell five days' annual leave
- attractive pension scheme
- cycle to work scheme
- employee discount portal
- subsidised restaurant
- interest-free season ticket loan



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# How to apply

We've engaged Hunter Healthcare to support this recruitment campaign. For an exploratory conversation please contact contact Matt Simpson at [msimpson@hunter-healthcare.com](mailto:msimpson@hunter-healthcare.com) or on 07739 649 791.

We require:

- A statement setting out why you're suitable for the role (no more than two pages)
- Your CV (no more than three pages please)
- Your equality and diversity monitoring form (this will be separated from your application on receipt).

Please note that you need to submit all documents using reference EDPP to Hunter Healthcare - [applications@hunter-healthcare.com](mailto:applications@hunter-healthcare.com).

We're sorry but we'll not be able to consider incomplete applications or applications received after the deadline.

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## Deadline for applications

23:59

Wednesday 26 October 2022

## Shortlist

w/c 14 November

## Stakeholder event

w/c 28 November

## Final interviews

w/c 5 December



**NMC** Nursing &  
Midwifery  
Council

The nursing and midwifery regulator for England, Wales, Scotland and Northern Ireland  
Registered charity in England and Wales (1091434) and in Scotland (SC038362)

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[www.nmc.org.uk](http://www.nmc.org.uk)

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