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Head of Organisational Design & Development

Grade: AFC Band 8b

Closing Date: 20 August

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Candidate Information Pack

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About us

NHS Blood and Transplant (NHSBT) is a Special Health Authority dedicated to saving and improving lives. We are an essential part of the NHS providing a wide range of services making the most of absolutely every donation – from blood and organs to tissues and stem cells. Few organisations have the ability to reach so many, delivering the best possible service to patients, donors and the NHS. The range of our work providing diagnostic and therapeutic services, organ donation & transplantation, and blood supply, demands that our operations are world class, providing a safe, reliable and efficient supply across the UK by working seamlessly with an unparalleled range of stakeholders including government, volunteers, the health sector and academia.

We were formed in 2005 by bringing together the National Blood Service and UK Transplant. We are now one of the largest and most effective organisations of its type in the world.

We employ over 6,400 people across the UK, with a total revenue of over £485 million, delivering blood, and blood-based therapies across England; Diagnostic and Therapeutic services globally; and organ donation and supply services for the whole of the UK. As an organisation, equality of opportunity and appreciation of diversity in its many forms is central not only to our relationships with employees but also to our donors and the patients we serve. We are an organisation that is growing. In 2021 ministers lifted the ban on UK plasma for fractionation and NHSBT is now working to supply plasma to the UK, reducing its dependence on the US for critical plasma-derived medicines.

We stand for helping ordinary people do something extraordinary, saving and improving the lives of others with their valuable donations.

We are immensely proud that our activities support the incredible altruism and generosity of donors, bringing together communities across the country. As the requirements of patients across the UK continue to evolve, so must our response to donor recruitment. This includes a strategic push to increase the number of ethnic minority donors to more closely match the requirements of the patients we serve.

To find out more, please click [here](#) to go to our website to view videos which explore the journey of donors.

Where we operate

28 blood and plasma donor centres and **50** mobile teams

12 regional organ donation teams

2 world-class tissue banks and **4** regional donation teams

8 regional Therapeutic Apheresis Service (TAS) units

6 specialist laboratories for cellular and molecular therapies

14 main centres with manufacturing, pathology, donation and other specialist facilities

What we deliver

Over **1.4m** units of red cells, **250,000** units of platelets and **200,000** plasma components for transfusion to **260** hospitals

4,000 life-saving organs to **29** UK Transplant Centres

Over **6,000** human tissue products and **2,000** corneas for transplant

10,000 procedures to around **2,000** patients and donors

Over **1,800** life-saving stem cell transplants



Welcome Message

Thank you for your interest in the NHS Blood and Transplant (NHSBT) Leadership, Performance & Culture position.

As a national provider working in a system of local NHS organisations, NHSBT plays a critical role by ensuring hospitals have the blood products, plasma, tissues, organs and stem cells required to deliver treatments and operations to patients. We stand for hope. We stand for life. We stand for helping people do something extraordinary, saving and improving the lives of others. As an essential part of the NHS we take pride in playing our part to make the most of absolutely every donation – from blood and organs to tissues and stem cells. Every day we bring our values of caring, expert and quality to our roles. When we break new scientific ground, when we connect with donors and families, when we help to save a life – it's because of each and every one of us. The donors who make our work possible do so selflessly, giving life and changing lives for the better. It is because of them, and the people who need their lifesaving and life-enhancing donations, that we strive to be the best in all we do.

NHSBT has an ambition to create a high performing and inclusive organisation, so we are looking for a skilled and experienced Head of Organisation Design & Development to play a crucial role in making our ambition a reality, through whole system interventions. This could be co-creating and implementing a set of organisational behaviours, leading the OD elements of our transformation agenda, facilitating our colleague survey and supporting our leadership teams to be high performing through interventions such as team coaching or process consulting.

You will be part of the LPC Leadership Team, which provides leadership to our teams, by providing them with direction, support and empowerment, to provide the best possible service to our customers and stakeholders, and to enable all our colleagues to reach their full potential. We will encourage a culture that is inclusive, where every member of staff is treated well and is highly valued. We will also work towards increasing diversity, because we recognise that working with a diverse group of people delivers better outcomes and enhances our own work experience.

If you feel you have the potential to fill this role, and you share these values, I would really like you to apply.

Anna Butterfield
AD Leadership, Performance & Culture

The Role

The Head of Organisational Design & Development will lead a team of 6 including Organisational Design leads and Practitioners.

You will provide professional and high-quality strategic, whole system organisational design (OD) as well as Engagement interventions that enable a highly performing organisation, and one which will deliver a diverse and inclusive culture.

You will lead the design and implementation of the Design, Development and Engagement plans and you will be responsible for planning delivery of future Organisation Design & development, using short, medium and long-term horizon scanning strategies.

You will collaborate with key internal stakeholders to identify areas where organisation design and development can add value by offering solutions to strategic goals and improving organisational performance. You will also work with external bodies such as the Chartered Institute of Personnel and Development, Skills for Health, Department of Health Science Group, NHS Leadership Academy and NHS England.



Key responsibilities

- Leading on the organisational design, development and Engagement initiatives at all levels across NHSBT.
- Using organisational diagnostics and systems thinking approaches to identify and recommend interventions to support performance to deliver outcomes which support the business objectives.
- Working alongside the Senior Management Teams to understand their KPIs and specific drivers; Communicating confidential and highly sensitive and complex information across the organisation.
- Leading the development of workforce strategies and policies for directorates to ensure that we have the right people with the right behaviours and attitudes.
- Working with colleagues to devise and then implement Design, Development and Engagement policies across the organisation.
- Chairing national meetings and making formal presentations as well as representing the organisation at various external meetings.
- Providing expert and specialist advice and guidance on Design, Development and Engagement elements of workforce planning including career planning and performance management.
- Taking national responsibility for ensuring best practice approach for speciality areas covered by Organisational Design and Development.
- Establishing and maintaining links with the wider NHS and external organisations in order to share best practice.
- Playing an active role in stimulating and managing change.



The Person

Above all else, you will be expected to display the NHSBT values:

Caring – We care about our donors, their families, the patients we serve, and our people.

Expert – We are expert at meeting the needs of those who use and operate our service.

Quality – We provide quality products, services and experiences for donors, patients and colleagues.



You will also be able to demonstrate the following:

- Previous experience of developing strategically aligned organisational design interventions;
- Experience of designing and implementing People strategies and associated plans focussed on Organisational Design, Development and Engagement including organisational wide cultural change;
- Previous staff leadership and management experience, including taking responsibility for recruitment, induction, training, workload allocation, appraisal and development;
- Able to develop ODD strategies to ensure the workforce supports the business in achieving its key objectives;
- A track record of improving services – critically evaluating and encouraging improvement and innovation;
- Experience in a senior role, in different organisational functions overseeing a service that is geographically dispersed;
- Highly developed interpersonal skills and the ability to develop strong and effective working relationships with Directors, senior management teams and staff representatives;
- A Masters (or equivalent experience) in a related subject & post-qualification experience in a senior management position;
- Experience of championing diversity and inclusion and promoting actions to make improvements as well as experience of creating diverse and inclusive teams that are motivated and inspired to work together to achieve a common objective.

Terms of Appointment

Salary	Band 8b £58,972 - £68,525 plus High Cost Area Supplement where applicable
Car/car allowance:	Lease car scheme available - subject to eligibility criteria
Pension:	NHS Pension Scheme
Holidays:	27-33 days (depending on service) plus 8 statutory holidays
Location:	Flexible

NHSBT promotes and supports the use of a range of flexible working patterns to enable employees to balance home and work responsibilities, and as a Disability Confident employer, we positively welcome applications from people with a disability or impairment. We are committed to making reasonable adjustments to ensure that they can participate fully in the recruitment and selection process so please specify these in your application.

We offer a guaranteed interview scheme for all disabled applicants who provide evidence of meeting the minimum essential requirements necessary for the post, as set out in this applicant pack.



How to Apply



Candidates should apply for this role through the NHS Jobs Website.

Click on the 'apply' button on NHS Jobs and follow the instructions to submit a CV and Supporting Statement (max. 750 words).

The closing date for applications is 23:59, 20 August 2023

Twenty-Seven Consulting is acting as an advisor to NHSBT on this appointment. For further information about the role or the process, please contact Hello@twentysevenconsulting.co.uk.

GDPR personal data notice According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express Consent.

You will be asked to confirm consent in your application form, and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.

Selection Process

Applications will be reviewed by a panel who will look at the Qualifications, Skills and Experience provided in the submitted CVs and supporting statements. Please note, your application must provide evidence of the skills & experience, as outlined in 'The Person' section of this pack, to be progressed to the next stage.

First Stage Interview/assessment

Candidates successful at the review stage may be invited to attend a first stage interview/assessment.

Final Panel Interview

Interviews will be held remotely via video-link.

Diversity & Inclusion

We are passionate about creating an inclusive workplace that promotes and values diversity. We know through experience that different ideas, perspectives and backgrounds create a stronger and more creative work environment and help towards making NHSBT a great place to work for everyone. We welcome applications irrespective of people's age, disability, sex, gender identity and gender expression, race or ethnicity, religion or belief, sexual orientation, neuro-diversity or other personal circumstances. We are particularly keen to hear from those currently under-represented in the organisation. We are committed to policies and procedures that ensure that all applicants are treated fairly and consistently at every stage of the recruitment process, including the consideration of reasonable adjustments for people who have a disability. If you would like an informal conversation, please do get in touch with the recruiting manager as listed on the advert.



Our Equality Standards

NHSBT promotes and supports the use of a range of flexible working patterns to enable employees to balance home and work responsibilities, and as a Disability Confident employer, we positively welcome applications from people with a disability or impairment. We are committed to making reasonable adjustments to ensure that they can participate fully in the recruitment and selection process so please specify these in your application.

We offer a guaranteed interview scheme for all disabled applicants who provide evidence of meeting the minimum essential requirements necessary for the post, as set out in this applicant pack.

To support our Public Sector Equality Duty, we participate in external monitoring standards which hold us accountable for improving workforce diversity and equality. These are the Workforce Race Equality Standard and the Stonewall Workplace Equality Index.

Our organisational accreditations include: [Disability Confident Employer](#) [Stonewall Diversity Champion](#) [Mindful Employer](#)

Workforce Race Equality Standard

The NHS England 'Workforce Race Equality Standard' (WRES) requires all NHS organisations to measure, demonstrate and publish their annual race equality improvements for each of the WRES indicators.

Staff Networks

We have staff-run networks helping to promote an inclusive culture at NHS Blood and Transplant. Our Women's Network, LGBT+ Network, Ethnic Minority Networks and Disability and Health scheme use the skills and resources of colleagues to add value to our organisation. [Further information can be found here.](#)



Our Offer to you

NHSBT offers a range of great benefits, these are just some of the reasons why our people love working here.

Pay and starting salary

We offer competitive rates of pay and our reward and recognition systems operate in an equitable, fair, transparent and objective way.

Our pay scales include incremental progression (where your salary increases progressively through the salary steps within your grade). New employees normally start at the bottom of the appropriate grade, although the recruiting manager can recommend a higher starting salary by taking into account relevant skills and experience.

Pension

As soon as you start with us, you'll automatically become a member of the NHS Pension Scheme, if eligible. This is a defined benefit scheme and is not dependent on investment returns. Further details and an outline of the full benefits can be found [here](#). If you are not eligible to join the NHS Pension Scheme, we'll provide an alternative.

Annual leave

We appreciate there's more to your life than working, and we actively encourage our employees to make the most of their holiday allowances. We have a generous annual leave entitlement of 27 days per year, rising to 29 days after 5 years service and 33 days after completing 10 years service. In addition you will be entitled to 8 bank holidays per year. Leave is pro-rata for part-time workers.

If you've been employed by the NHS before joining NHS Blood and Transplant, your previous service is counted towards your higher leave entitlement.

Training and career development

Shine: Passport to Development is the umbrella term used for the learning and development strategy at NHS Blood and Transplant (NHSBT). It encompasses all the ways that NHSBT is supporting staff to 'shine' and excel in their job roles.

The Shine: Passport to Development is open to all employees at every level regardless of job title. We have experts located across the country to help you with your developmental needs either individually or for your team.

Work/life balance

We are committed to creating a working environment where you can successfully balance your working and home lives. We understand that traditional work patterns don't suit everybody and that an individual's needs vary greatly over the course of a career.

We aim to be as flexible as possible, considering options that include variable hours and part-time working. We also provide assistance with childcare vouchers and carer support.

There's support and advice available to you regarding health and wellbeing, including flu vaccinations, physiotherapy sessions, occupational health support and reasonable adjustments where required. You can also use our Employee Assistance Programme, which provides 24 hour confidential and independent information and emotional support.

For further information on our benefits package please visit our careers website: <https://www.nhsbt.nhs.uk/careers/your-benefits/>

Key Dates



Blood and Transplant

Closing Date	20 August
Longlist	23 August
First Stage Assessments	28 August - 1 September
Shortlist	6th September
Panel interview	w/c 11 September

Please note that these dates are only indicative at this stage and could be subject to change. Please let us know in your application letter if you are unable to meet these timeframes.

