

## **PSYCHOLOGICAL PROFESSIONS NETWORK**

### **REGIONAL LEADERSHIP FELLOW – ROLE DESCRIPTION**

The Psychological Professions Network (PPN) regional leadership fellow is a part-time leadership position drawn from the most senior psychological professionals in the region (e.g. Heads of Service or Heads of University Programmes). The Fellow will work closely with the psychological professions and other stakeholders across the region and in coordination with Psychological Professions Network England (PPNE) to:

- Develop and maintain a funded regional membership network open to all psychological professionals contributing to NHS commissioned healthcare, as well as to key stakeholders with an interest in psychological healthcare, including experts by experience in the region; and
- Inform, enable and influence NHS commissioned healthcare in the region to maximise the benefits of the psychological professions for the public.
- Be the chair of the network

The PPN Leadership Fellow is appointed by the Health Education England (HEE) regional office working with an appointed representative of the PPNE Board, with tenure subject to funding and joint review by the PPNE Board and the HEE regional office. The PPN Leadership Fellow will have overall responsibility for the development of the PPN, and the design and delivery of the annual Work Plan and agreed projects sitting within the scope of the regional PPN, and will be accountable to the HEE Regional Office and the PPN England Board.

### **RESPONSIBILITIES**

#### **Strategic leadership**

- Provide leadership to develop regional PPN and its Steering Group, ensuring that the PPN delivers maximum impact for its members and the psychological professions in the region
- Ensure the views of all psychological professions are represented within the developing PPN
- Support Health Education England (HEE) in the region and other key stakeholders to achieve local, and national priorities
- Serve as a member of the PPNE Board contributing to and being bound by the strategy and governance of the PPNs nationally
- Ensure that the regional PPN Steering Group operates within its objectives, and provides a clear strategic direction for the PPN
- Support the development and monitor implementation of the PPN annual Work Plan, in alignment with the PPNE Governance Framework
- Ensure that the PPN Steering Group is able regularly to review major risks and associated opportunities, and satisfy itself that systems are in place to manage and mitigate the risks
- Ensure the sound financial health of the PPN, with systems in place to ensure financial accountability
- Promote a culture of sharing, learning and best practice in line with the PPNE vision
- Promote all aspects of psychological professions workforce development across health and social care in collaboration with other relevant parties

- Ensure that all of the activity of the Steering Group is service user focused and aimed at improving the service users' accessibility to and experience of psychological professional services
- Work in partnership with other PPNs across England to maximise national impact of psychological healthcare

### **Governance**

- Serve as a member of the PPNE Board and contribute to its strategic and governance work
- Attend PPNE Board meetings, held at least quarterly
- Update the PPNE Board and the regional Health Education England (HEE) office regularly (at least quarterly) on the PPN's strategies, plans and related activities
- Ensure that the PPN Steering Group membership achieves the right balance of skills, knowledge and experience needed to pursue the objectives of the PPN
- Ensure that the PPN Steering Group represents the voices of all of the psychological professions
- Ensure the work of the PPN complies with the PPNE Governance Framework
- Convene and facilitate PPN Steering Group meetings, at least quarterly
- Appraise the performance of the Programme Manager on an annual basis
- Work within any agreed policies adopted by the PPN Steering Group or PPNE Board
- Respond to complaints as defined by the Chair's employing organisation's complaints procedure or refer to HEE as appropriate
- Facilitate change and address any potential conflict with external stakeholders

### **External relations**

- Understand the range of stakeholders and partners that the PPN engages with and is accountable to
- Be a strong voice for psychological services in the region
- Establish close working relationships with PPN members and other stakeholders in the region
- Build and maintain close relationships with key influencers and stakeholders in the region, particularly the HEE regional office, other Arms Length Bodies (ALBs), professional bodies and NHS commissioners and providers
- Act as a spokesperson for the PPN when appropriate
- Represent the PPN at external functions, meetings and events

### **Efficiency and effectiveness**

- Chair meetings of the PPN Steering Group effectively and efficiently, bringing impartiality and objectivity to the decision-making process
- Ensure that decisions are taken in the best, long-term interests of the PPN and its members
- Work closely with PPNE Programme Manager(s) to give direction to the PPN Steering Group decision-making

### **Relationship with the PPNE Programme Manager(s) and the wider PPN team**

- Establish and build a strong, effective and a constructive working relationship with the PPNE Programme Manager.
- Develop and maintain an open and supportive relationship with the PPNE Programme Manager, PPN Steering Group members and PPN employees
- Liaise with the PPNE Programme Manager to maintain an overview of the PPN's affairs, providing support as necessary

*The above list is indicative only and not exhaustive. The PPN Leadership Fellow will be expected to perform all such additional duties as are reasonably commensurate with the role.*