



Clinical Organisational Design Manager

My Role (Job Description)

Name :-

Reports to :- Millie MacDonald, Organisational Design Manager

Salary

Welcome to your My Role Pack, your pack will:



Give you a clear description of your role including your accountabilities and responsibilities.



Highlight all of the training you need to complete and timescales.



Help you to spend time reflecting on what you have learnt and to share with your manager.

Job Purpose



Coach and support operational and clinical leaders in their organisational design thinking and approach.



Provide subject matter expertise on organisational design principles, role clarity, spans of control, skill mixing and clinical/non-clinical integration.



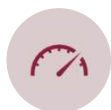
Champion positive colleague relations with stakeholders across the organisation giving guidance on organisational change processes and policies.



Support teams to design clinical roles and responsibilities that are clear, sustainable, and aligned to service and organisational needs.



Share best practice and lessons learned from other clinical areas from across the organisation.



Help operational leaders understand the implications of clinical design decisions on quality, patient outcomes, and colleague experience.



Work alongside HR Case Management team to ensure proposals align to our organisational change processes and employment legislation.



Provide clear, constructive feedback on draft clinical proposals and business cases, ensuring they are robust and well-evidenced.

Within your role you will

Organisational Design

- Act as subject matter expert for all clinical organisational design queries.
- Support teams to design clinical roles and structures that are clear, sustainable, and aligned to service/contract and organisational needs.
- Provide expertise on role design, spans of control, skill mixing, opportunities for automation, integration and utilising technology.
- Coach operational leaders through the end-to-end organisational design process, ensuring accountability stays with them.
- Facilitate structured conversations to help leaders test, refine, and embed their structures.
- Support managers on the development and implementation of 'My Role Packs' for clinical roles to support workforce engagement and role clarity.
- Review consultation documentation ahead of a formal consultation launch.
- Review informal change material i.e briefings, presentations when implementing organisational change that does not require formal consultation.
- Contribute towards the update and development of the Organisational Design policy and toolkit.
- Provide advice on appropriate job sizing and assess whether roles are required for Job Evaluation.
- Support OD Advisor to develop Job Evaluation toolkit for clinical roles.
- Provide expertise on designing roles that are attractive, equitable, and support career progression.
- Positively challenge proposals to ensure affordability and consistency.
- Support OD Manager/OD advisor to explore accreditations which improve employer brand and support bid responses i.e care leavers, age friendly employer etc.

Within your role you

Bids/Retenders/Acquisitions

- Provide expertise on clinical workforce models and role design to strengthen bid proposals.
- Support OD Manager/OD Advisor with reviewing TUPE data and highlight risks, with a particular focus on clinical roles.
- Constructively challenge bid assumptions to ensure they are realistic and affordable.
- Support OD Managers in raising clarification questions (CQs) regarding clinical workforce, where required.
- Liaise with external solicitors to seek external advice where required.
- Support clinical workforce bid responses, review and consider previous bid responses to achieve maximum scoring potential.
- Work with TLE to determine what training will be required to implement clinical workforce models.
- Assist OD Manager/OD Advisor in preparing slides and materials for board sign off meetings.

Skills

How (Behavioural)

- Strong experience in coaching, influencing, and constructively challenging senior leaders.
- Strong interpersonal and influencing skills, building trust and credibility with clinical and operational stakeholders.
- Collaborative and inclusive, ensuring all voices are heard in OD discussions.
- Resilient and adaptable, able to work in a fast-paced environment.
- Evidence-led and outcome-focused, balancing patient safety, colleague experience, and organisational needs.
- Clear and confident communicator, able to explain complex ideas in a simple way.

What (Technical)

- Clinical background
- In-depth knowledge of organisational design principles, including role design and clarity, spans of control, and skill mixing for clinical roles.
- Strong understanding of job evaluation processes and national frameworks e.g. Agenda for Change.
- Ability to advise on job sizing, grading, and the reward implications of structure changes.
- Experience of contributing workforce into bids, tenders, and business cases.
- Skilled in analysing workforce, financial, and service data to inform robust clinical design recommendations.