

Job Title:	Deputy Director – Transformation
Reports to (job title):	Regional Director
Line Manager to:	

Job purpose

The Deputy Director - Transformation will lead the design and execution of long-term transformation plans for community-based health and care services across BSW (Bath and North East Somerset, Swindon, and Wiltshire).

This role ensures that services across multiple providers are integrated, aligned with ICS governance frameworks, and deliver on Integrated Community Based Care (ICBC) transformation priorities. The postholder will work collaboratively to drive sustainable, high-quality care, ensuring alignment between strategic vision and operational excellence.

Base

This role operates across BSW, requiring close collaboration with ICS leaders, NHS England, commissioners, acute and mental health providers, local authorities, voluntary sector organisations, and community care providers.

This post is responsible for

- Developing and delivering a long-term transformation strategy for community services.
- Leading integration initiatives, ensuring seamless collaboration across NHS, local authorities, voluntary sector, and private providers.
- Driving the shift from acute to community-based care, focusing on early intervention and prevention.
- Ensuring compliance with CQC, NHS England, and ICB governance frameworks.
- Embedding risk management and governance structures for transformation projects.
- Leading partnership development, fostering multi-provider alliances and place-based partnerships.
- Supporting the adoption of digital health solutions and embedding data-driven, evidence-based approaches.
- Ensuring the financial sustainability of transformation programs, including business case development.
- Working closely with the Deputy Director - Operations to ensure strategic initiatives translate into effective service delivery.

Key responsibilities

- Develop a sustainable transformation strategy aligned with ICS and national priorities.
- Lead cross-provider service integration, enhancing collaborative care pathways.
- Drive community-based care initiatives, ensuring resource optimization.
- Align transformation plans with operational service models Governance, Compliance & Risk Management
- Ensure regulatory compliance with CQC, NHS England, and ICB frameworks.
- Develop risk registers and implement mitigation strategies.
- Oversee governance reporting and manage service-level agreements (SLAs) and MOUs.
- Partnership Development & System Leadership
- Lead collaboration efforts across ICB, commissioners, local authorities, and voluntary sector organisations.
- Strengthen multi-provider alliances, fostering efficiencies and patient-centered innovation.
- Ensure place-based partnerships align with population health needs.
- Digital, Data & Financial Sustainability
- Oversee the implementation of digital health solutions.
- Embed population health management strategies.
- Develop business cases for service innovation and investment.
- Supporting & Aligning with the Deputy Director - Operations
- Ensure operational feasibility of transformation plans.
- Provide strategic oversight and governance support.

Proposed Job Plan

This role requires flexibility and adaptability to align transformation efforts with evolving system-wide needs. Responsibilities may be adjusted based on strategic and operational priorities.

Outline of Provisional Job Schedule

The post holder will work across BSW, leading transformation initiatives in collaboration with key system partners. Regular engagement with ICS leadership, NHS England, and community service providers will be required.

Our values

Our values are our moral compass and core to our DNA. They underpin the way we deliver our services and treat those who use our services.

To many organisations values are just words which don't translate into reality of the day to day but our values flow through everything that we do, they define who we are, what we stand for and set the expectations of our colleagues, communities, customers and partners. They have been defined by our colleagues and have been integral to our journey so far and will be integral to our future as well.

We have three values which help us stand out from the crowd, not just because there's only three, but because they are unique to who we are. We care, we think, and we do.

Care	Think	Do
<ul style="list-style-type: none">• Inspire• Understand• Communicate	<ul style="list-style-type: none">• Challenge• Improve• Learn	<ul style="list-style-type: none">• Accountability• Involve• Resilience

Confidentiality and Information Security

As our employee you will be required to uphold the confidentiality of all records held by the company, whether patients/service records or corporate information. This duty lasts indefinitely and will continue after you leave the company's employment.

All information which identifies living individuals in whatever form (paper/pictures, electronic data/images or voice) is covered by the 2018 Data Protection Act and should be managed in accordance with this legislation. This and all other information must be held in line with NHS national standards including the Records Management: NHS Code of Practice , NHS Constitution and HSCIC Code of Practice on Confidential Information and should only be accessed or disclosed lawfully. Monitoring of compliance will be undertaken by the Company. Failure to adhere to Information Governance policies and procedures may result in disciplinary action and, where applicable, criminal prosecution.

Information governance responsibilities

You are responsible for the following key aspects of Information Governance (not an exhaustive list):

- Completion of annual information governance training
- Reading applicable policies and procedures
- Understanding key responsibilities outlined in the Information Governance acceptable usage policies and procedures including NHS mandated encryption requirements

- Ensuring the security and confidentiality of all records and personal information assets
- Maintaining timely and accurate record keeping and where appropriate, in accordance with professional guidelines
- Only using email accounts authorised by us. These should be used in accordance with the Sending and Transferring Information Securely Procedures and Acceptable Use Policies.
- Reporting information governance incidents and near misses on CIRIS or to the appropriate person e.g. line manager, Head of Information Governance, Information Security Lead
- Adherence to the clear desk/screen policy
- Only using approved equipment for conducting business

Governance

Clinical governance is a framework through which organisations delivering health and care services are accountable to continuously improving the quality of their services and safeguarding high standards of care by creating an environment in which clinical and other forms of care flourishes. Employees must be aware that clinical governance places a duty on all staff to ensure that the level of care services they deliver to patients is safe and high quality, and that they follow/comply with our policies and procedures.

Registered Health Professional

All staff who are a member of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure they are both familiar with and adhere to these requirements.

Risk Management/Health & Safety

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures laid down by the company. Staff are required to observe the Hygiene Code and demonstrate good infection control and hand hygiene.

Employees must be aware of the responsibilities placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe environment for other employees, patients and visitors. It is essential to observe strict fire and security precautions at all times.

All staff must report accidents, incidents and near misses so that the company can learn from them and improve safety.

Safeguarding Children and Vulnerable Adults Responsibility

We are committed to safeguarding and promoting the welfare of children and adults at risk of harm and expects all employees to share this commitment.

Medicines Management Responsibility

Nursing or registered healthcare professionals

Undertake all aspects of medicines management related activities in accordance within the company's medicines policies to ensure the safe, legal and appropriate use of medicines.

Skilled non-registered staff

Undertake all aspects of medicines management related activities in accordance with the company's medicines policy where appropriate training has been given and competencies have been achieved.

Policies and Procedures

All colleagues must comply with the Company Policies and Procedures which can be found on the company intranet.

General

We are committed to serving our community. We aim to make our services exemplary in both clinical and operational aspects. We will show leadership in identifying healthcare needs to which we can respond and in determining the most cost-effective way of doing so.

We recruit competent staff that we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will recognise the commitment from our staff to meeting the needs of our patients.

The company recognises a "non-smoking" policy. Employees are not able to smoke anywhere within the premises or when outside on official business.

Equal Opportunities

It is the company's intention to be an employer of choice and ensure that no job applicants or employees are unfairly disadvantaged on the grounds of gender, disability, race, ethnic origin, colour, age, sexual orientation, religion or belief, trade union membership or any other factors that are not relevant to their capability or potential. To this end, the company has an Equality and Diversity policy and it is the responsibility of each employee to contribute to its success.

Flexibility Statement

This job description is not exhaustive and may change as the post develops or changes to align with service needs. Any such changes will be discussed directly between the post holder and their line manager.

Personal Specification

Essential

- Significant experience in long-term transformation leadership within an NHS or ICS setting.
- Proven track record of integrating services across multiple providers.
- Strong expertise in NHS governance, compliance, and financial management.
- Ability to influence and lead system-wide change, working across ICS, local government, and healthcare providers.
- Knowledge of population health management and data analytics to inform transformation

Desirable

- Experience working at ICS or NHS England level, **leading** multi-year transformation plans.
- Experience in digital transformation and healthcare service innovation.
- Formal qualification in healthcare management, governance, or strategic leadership.

Other Requirements

- Full UK driving license with access to a vehicle for work purposes.
- Willingness to work across different Trust areas as required.
- Flexible availability, including weekends and evenings, to meet service demands

This role presents a unique opportunity to lead large-scale transformation initiatives, ensuring the delivery of high-quality, sustainable, and patient-centered care.

Employee signature

Manager signature
