

Be the RCM's next Director for Scotland

Role application pack

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| Hours per week | 35 |
| Salary | £69,733 per year, and rising incrementally each year (the top of the band is £75,483 per year) |
| Location | Flexible - Choose to be based from the RCM's Scotland Office in Edinburgh or home based, with travel to RCM UK offices including London HQ, and for other meetings, events and visits as required |
| Contract type | Permanent |
| Closing date | Thursday 30 September 2021 |
| Virtual interview date | Tuesday 12 October 2021 |

How to apply

Please complete an application form and equality monitoring form available from our website and send once completed to HR@rcm.org.uk.

Questions about your application or to request a copy of the application form can be sent to HR@rcm.org.uk.

September 2021

www.rcm.org.uk



Welcome to the RCM

The Royal College of Midwives (RCM) is at an exciting point in our history. We are well positioned to continue to grow our membership and reach more and more midwives and maternity support workers to meet all of their professional needs.

Our challenge is now to provide the best for our members and continue to campaign and action real change for our midwives and maternity support workers. We strive to be an exemplary employer in everything we do. We are always excited to welcome new people to our team, people who share our vision and values.

Who we are

The RCM is the only professional organisation and trade union dedicated to serving midwifery and the whole midwifery team.

Established in 1881, we were first known as the Matron's Aid or Trained Midwives Registration Society. We have existed under our present name since 1947.

Our mission is:

- **Promoting** midwifery, quality maternity services and professional standards
- **Supporting** our members, individually and collectively
- **Influencing** on behalf of members and the women and families they care for.

The vast majority of the midwifery profession are our members.

Representing the interests of midwives and maternity support workers across the UK individually and collectively, we strive to promote excellence, innovation and leadership in the care of childbearing women, the newborn and their families, locally, nationally and internationally.

We provide workplace advice and support, professional and clinical guidance and information, and learning opportunities with our broad range of events, conferences and online resources.

Our mission is to enhance the confidence, professional practice and influence of midwives for the benefit of childbearing women and their families. We strive to operate with integrity, to act in an open and transparent way and to be accessible to members and to support equity in service.

RCM Scotland

Some of our latest initiatives in Scotland include:

- Tackling Scotland's social deprivation and inequalities. We have published the **blueprint for better maternity care in Scotland** where we have identified 5 areas where we want to see action from the Scottish Government in the future.
- We have been closely involved at a national, regional, and local level in the implementation of the **Best Start** review recommendations. This has at times included challenge where implementation has not had adequate funding, addressed the needs and views of our members and where staffing levels have not been adequate to support safe roll out.
- Negotiation of the national pay deal with staff-side colleagues, including a consultation with our Scottish members.
- The RCM is a key voice in ongoing national work on:
 - pregnancy and birth care pathways
 - the ongoing development of safe staffing tools
 - pre-registration midwifery education provision
 - the midwifery career pathway

Our strategic goals 2019 – 2024

The RCM has developed our goals for 2019 – 2024 and as the Director for Scotland you will make a key contribution to its implementation.

1. To listen and learn from our members so that we can lead and influence effectively on behalf of midwives, maternity support workers, student midwives, women and their families
2. To deliver RCM products and services that offer value for money and meet the individual and collective needs of our members
3. To be a caring, well-led and well-managed organisation
4. To actively grow and build networks, alliances and partnerships

Financial health

The RCM is financially stable and in a strong position. The RCM has healthy reserves, which are managed cautiously.

It is our responsibility as a team to be financially aware in all areas of our work. We are asking everyone to think about our spending and always ask: **“Is this a good use of our member's money?”**

Inclusive employer

The RCM is committed to equal opportunities in employment and welcomes applications from all sections of the community. The RCM strives to ensure that all new, existing or prospective members of staff are treated in a fair and equal manner.

The RCM is a disability confident committed employer, and we invite all disabled job applicants meeting the job description essential criteria to interview.

We have a collective Team Vision, which we all follow when working together whilst delivering our Business Plan. We have formulated the following five-point plan as a first step to ensuring inclusivity and diversity:

1. Training for all RCM staff and activists to support and empower them in recognising and challenging racism
2. Listen and learn from all members to reflect their experiences accurately and actively use what we've learnt to influence and promote positive change in the workplace
3. Using our position, both as an organisation and through our reps, to challenge discriminatory behaviour in the workplace
4. Ensuring that the RCM at every level is representative of the membership we serve
5. Supporting research and championing positive change in outcomes for pregnant women from black, Asian and minority ethnic backgrounds

To find out more about the RCM's Race Matters campaign, please [click here](#).



Job description

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| Responsibility level | Director |
| FTE | 1.0 |
| Permanent work location | Choose to be based from the RCM's Scotland Office (Edinburgh) or home based, with travel to RCM UK offices including London HQ, and for other meetings, events and visits as required |
| Reporting and accountable to | A member of the executive team |
| Line management responsibilities | You will line manage members of the RCM Scotland team |
| Travel requirements | Required across Scotland, to London HQ and other RCM UK offices, and for other meetings, events and visits as required. |
| Live registration with the NMC as a Midwife | Required throughout employment |

Role outline

As the RCM's Country Director in Scotland, your key purpose is to deliver the agreed RCM objectives in Scotland. You will lead on Scottish specific strategies whilst having input into the development and implementation of all RCM strategies.

As an RCM director you will also have further organisational wide responsibilities. You will also have both a strategic and operational leadership role in RCM work across the UK. This may include leading on a particular UK wide campaign, workstream or project.

Responsibilities

- Deliver services to our members and will be the RCM voice in Scotland
- Implement a coherent and relevant RCM strategy in Scotland consistent with the work in the other three countries.
- Participate within a cross functional team working environment
- Be a Registered Practising Midwife
- Lead and participate in projects initiated throughout the RCM and provide support to working parties as well as to other staff at the RCM
- Be an active member of the RCM Directors team
- Role model and demonstrate the agreed RCM behaviours
- Provide successful, good, and decisive leadership to the Scotland team and deputise for the RCM Chief Executive on Scotland specific issues
- Manage the Scotland Office, its team and its resources
- Ensure compliance with RCM governance and legal requirements
- Engage with the media and ensure that an on-call rota is provided
- Strengthen cohesion among RCM members ensuring their views are reflected in policies for members
- Ensure high quality service delivery
- Ensure representation of the RCM on a wide range of relevant internal and external committees, bodies, working group etc.
- Engage with and influence the political agenda in Scotland
- Work collaboratively with other TU's and Professional Organisations and stakeholders on a country basis
- Ensure compliance with relevant Data Protection legislation
- Participate within a cross functional team working environment
- Actively contribute towards and role model the RCM Staff Team Vision

Accountabilities

- Ensure a consistent high-quality application of professional and employment relations policies in Scotland
- Prepare and deliver on an annual business plan for Scotland reflecting strategic priorities of the organisation and managing assigned budgets
- Ensure the maintenance of relevant membership databases as appropriate
- Gather and collate relevant information to enable the monitoring of trends in maternity services in Scotland
- Promote the interest of the RCM at a national level including the recruitment and retention of members in Scotland
- Support RCM initiatives and networks as appropriate
- Participate in RCM campaigns as required
- Lead, manage, develop and support the team working within Scotland
- Have both a strategic and operational leadership role in RCM work across the UK

Does this sound like the next exciting challenge for you?

Person specification

| Skills | Essential |
|--|-------------------------------------|
| Innovative and strategic thinking | <input checked="" type="checkbox"/> |
| Taking considered and informed decisions that stand up to scrutiny | <input checked="" type="checkbox"/> |
| Successful and good leadership | <input checked="" type="checkbox"/> |
| Flexible and adaptable to changing needs | <input checked="" type="checkbox"/> |
| Expert at communicating at all levels | <input checked="" type="checkbox"/> |
| Socially skilled with the ability to build rapport and professional relationships, whilst projecting the professional image of the RCM | <input checked="" type="checkbox"/> |

| Experience | Essential |
|---|-------------------------------------|
| Registered Midwife holding current registration with the NMC | <input checked="" type="checkbox"/> |
| Educated to degree level or above in a relevant subject, or equivalent experience | <input checked="" type="checkbox"/> |
| Proven and recent experience of working in a director level role or exhibited director level competencies | <input checked="" type="checkbox"/> |
| In-depth understanding of the needs of midwives whether they are clinically, educationally or managerially based | <input checked="" type="checkbox"/> |
| Demonstrable leadership qualities | <input checked="" type="checkbox"/> |
| Up to date knowledge of matters relating to midwifery and maternity services in Scotland, and what the differences are compared to the rest of the UK | <input checked="" type="checkbox"/> |
| Employment relations and trade union experience | <input checked="" type="checkbox"/> |
| Delivering services at a strategic level | <input checked="" type="checkbox"/> |
| Budget planning and management | <input checked="" type="checkbox"/> |
| Business planning including preparation of reports | <input checked="" type="checkbox"/> |
| People management experience | <input checked="" type="checkbox"/> |
| Proven experience of an ability to work collaboratively | <input checked="" type="checkbox"/> |
| Knowledge of the NHS in Scotland | <input checked="" type="checkbox"/> |

Team RCM skills

- Strong IT skills including proficiency in Microsoft Office
- Excellent communication skills, both written and verbal
- The ability to be flexible and adaptable
- A focus on performance and output
- A high level of commitment
- The ability to take responsibility and to deliver in a timely fashion
- Cross functional team working
- Managing competing priorities

The post holder may be required to carry out other duties as are within the scope, spirit, and purpose of the job.

You will be asked during the recruitment process how you reflect our vision and values.

Your rewards and benefits

£69,773 per year rising incrementally each year (top of band £75,483 per year).

Your RCM reward package will include (plus lots more):

- 29 days annual leave per year + 3 extra days between the festive period and New Year + 8 bank holidays
- A flexible working environment with opportunity to work from home
- Professional development opportunities tailored to support your career aspirations with your own personal development budget
- 24/7 support through our Employee Assistance Programme and Corporate discounts
- An attractive pension scheme

Application instructions are outlined on the **front page** of this document.

Please direct all queries, including requests for a discussion with Gill Walton (CEO), Helen Rogers (Director for Wales) or Karen Murray (Director for Northern Ireland) about the post to **HR@RCM.org.uk**

We look forward to receiving your application.

The Royal College of Midwives

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www.rcm.org.uk

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Promoting • Supporting • Influencing