

**PERSON SPECIFICATION
TITLE OF ROLE: DEPUTY DIRECTOR
ARC EAST OF ENGLAND**

Background

The NIHR Applied Research Collaboration for the East of England (NIHR ARC EoE) is a collaboration between the Cambridgeshire and Peterborough NHS Foundation Trust (the Host Trust), and the Universities of Hertfordshire, East Anglia, Cambridge, and Essex in partnership with other health and care organisations throughout the region. ARC EoE is funded until the 31st March 2026.

ARC East of England (EoE) works locally and regionally on nationally and internationally important questions in health and care, to create a vibrant, inclusive infrastructure for applied health and care research, implementing evidence to benefit individuals, communities, services, and policy development. We develop community-driven research and embed public and community involvement, engagement, and participation in all our work; engaging and involving under-represented communities to develop community-led approaches to address gaps in evidence and understanding in relation to health and care.

To enable the continued successful delivery and growth of ARC East of England (EoE), we are looking to appoint a Deputy Director. Applicants for this role will have a track record of research grant income, high quality outputs, and knowledge mobilisation and impact generation. They will also have a record of leadership and of successfully engaging with a range of stakeholders within and outside of academia, building sustainable relationships.

Applicants for this role are required to have a senior leadership background relevant to applied health, public health or social care. They must have the skills to engage significantly with clinical, professional, patient, service user, and public groups. They need to be able to influence the inclusive practice and delivery of health and care, and the wider determinants of health.

What this role entails

The Deputy Director will deputise for the Director at local, regional and national meetings, as required as well as being a member of the ARC Management Operational Group (MOG) which involves two meetings per month. They will focus on oversight of the [capacity building, implementation](#) and [public and community involvement, engagement and participation](#) (PCIEP) workstreams as well as creating and further developing partnerships with external stakeholders in the East of England, including across Integrated Care Systems.

Essential experience for this role:

- A post with University of Cambridge, University of East Anglia, University of Hertfordshire, University of Essex or CPFT is required due to contractual arrangements.
- A strong healthcare, public health or social care services research, knowledge mobilisation, public involvement/engagement or capacity building track record.
- Experience of working in collaboration with NIHR ARC East of England and/or the Populations in Focus identified by ARC East of England.

- Evidence of highly developed communication and interpersonal skills plus relationship building and people management experience. Leadership experience is essential.
- Sound leadership, judgement and strategic insight of working within a complex structure over a broad geographical area.

Candidates must demonstrate:

- Highly developed personal networks with a track record of working with others for the wider collective interests of communities within the East of England.
- Experience in leading and/or facilitating cross sector collaborations or teams.
- Working knowledge of regional health, public health, and social care landscape.
- Up-to-date understanding of the regional and national infrastructure, including NIHR and [Health Innovation East](#).

Time commitment

The role requires an average commitment of 1 day per week which is funded by ARC East of England via the employing organisation and administered by the host organisation, Cambridgeshire and Peterborough Foundation NHS Trust. This will be a fixed term role for a period of three years. The post is initially available until 31 March 2026, at which point the current ARC EoE contract is due to end. In the event that the funding for ARC EoE is renewed beyond this date it is expected that the successful candidate will continue in the role until the end of a fixed term 3-year period.

Expressions of interest

Please send a CV and letter of application to Emma Dickerson, Business and Operations Manager, NIHR ARC East of England via email by Emma.Dickerson@cpft.nhs.uk. Please include 'Deputy Director Application' in the subject line.

Please ensure you outline how your skills and experience meet the requirements of this role by 16th June 2024.

Interviews will be held on 3rd July 2024

Informal enquiries are welcomed by the Director, Professor Wendy Wills via her EA, Tina Saunders (t.saunders@herts.ac.uk).