Health Determinant Research Collaboration (HDRC) Programme Lead

Reports to: HDRC Service Manager
Direct reports: TBC

Evaluation: **628** points
Grade: **N10**
Reference: **A5537**

Purpose

The National Institute of Health and Care Research (NIHR) funds Health Determinant Research Collaborations (HDRCs) in Local Authorities. HDRCs provide infrastructure for evidence-led responses to local challenges related to the wider determinants of health. HDRC Programme Leads provide leadership, expertise, and manage the HDRC's programme functions to achieve this vision.

Main Duties

These are some of the typical duties you will be expected to perform. This is not exhaustive, and you may need to complete similar tasks as required.

1. Provide strategic leadership and advocacy to a programme of work. Apply specialist expertise, programme management, and collaborative skills to ensure growth, sustainability, financial management, risk oversight, and quality assurance to meet corporate, political, and national ambitions.

2. Lead the delivery of a programme function(s). Ensure activity is robust to internal and external scrutiny and evaluation. Produce and present robust, persuasive outputs for local and national stakeholders demonstrating the achievement of contractual expectations, impact, and value for money.

3. Create and deliver largescale, impactful corporate culture change and practice transformation. Identify, develop, and mobilise priorities and recommendations, ensuring effective decision-making throughout the council. Build the capability and capacity of staff, partners, and residents through collaborative development opportunities.

4. Deputise for senior leadership colleagues, where required. Confidently represent the council's interests, influencing actions and outcomes in corporate, political and strategic meetings and events such as statutory boards, scrutiny, and wider stakeholder events.

5. Lead and influence a range of multidisciplinary partnerships within the council, city, regionally, and nationally, building strong relationships and a respected reputation to drive system-wide innovation and change and secure investment and resource. Collaborate with residents, communities and VCSE organisations, valuing lived experiences and seldom heard voices.

6. Create and lead robust corporate governance policies. Interpret national policy to ensure council activities are of the highest quality and meet all relevant legal obligations and ethical standards. Continuously review and update corporate policies to ensure compliance and impact for residents.

7. Provide high levels of specialist professional and technical expertise to deliver the national, political and corporate ambitions. Drive innovation and continuous improvement. Proactively and continuously develop expertise. Stay informed on developments, collaborate externally, and be a persuasive, respected champion of the desired system-wide change.

8. Manage staff, including all aspects of work allocation, performance monitoring, staffing issues, professional/administrative advice and support, supervision, recruitment, development and training to meet council and wider ambitions in line with all corporate policies. Provide opportunity for internal and external partners to gain experience of working with the HDRC.

9. Manage the grant-funded budget for the HDRC programme function(s). Provide accurate forecasting and ensure spend meets contractual expectations. Ensure financial sustainability by identifying and achieving large-scale funding from external organisations. Monitor awards to ensure funding opportunities are maximised for the benefit of residents.

10. To promote and implement the Council's Equality Policy in all aspects of employment and service delivery.

11. To help maintain a healthy, safe, and secure environment and to adhere to our policies and procedure.