

# Director of Finance

## Clinical Scientific Services Clinical Group

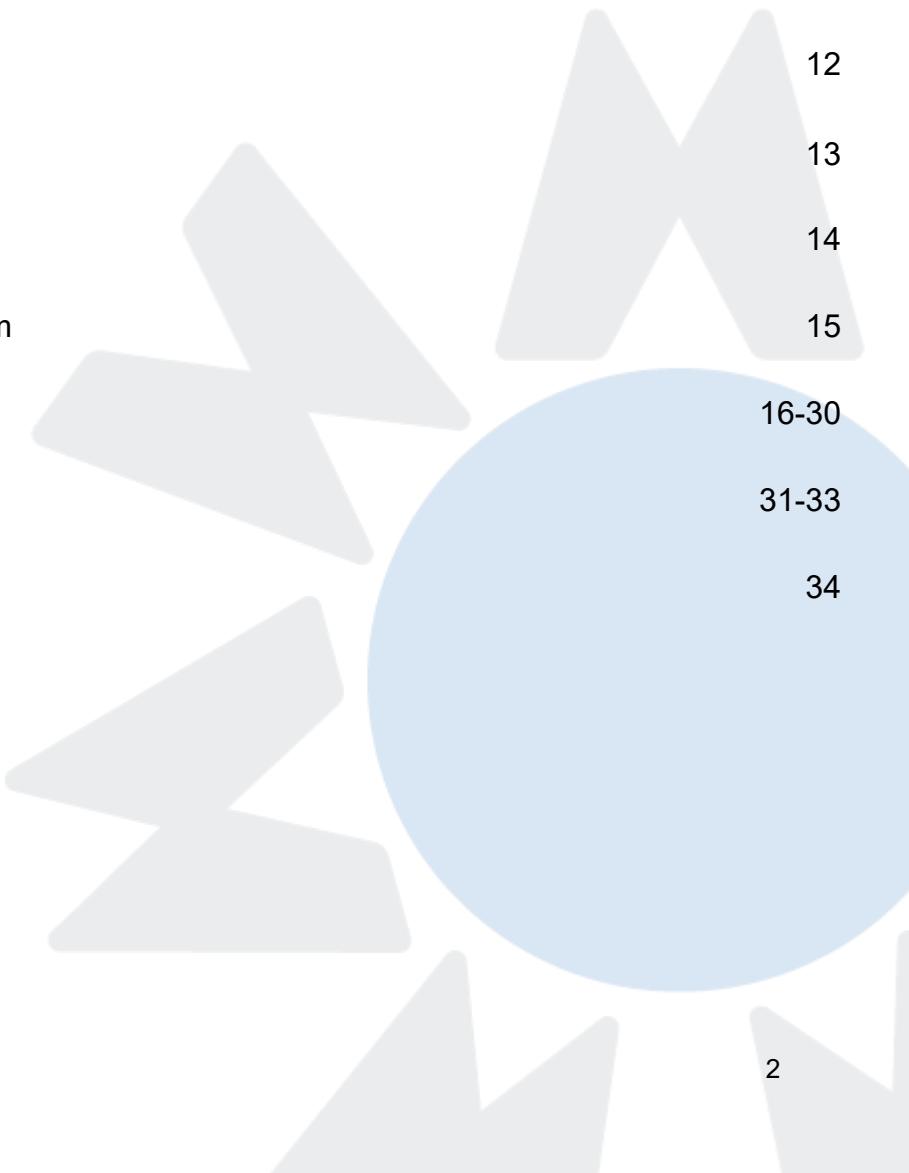
### Candidate Information Pack

**January 2026**



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# Welcome from Claire Wilson, Chief Finance Officer

Dear Candidate



Thank you for considering this crucial role within MFT. I am deeply committed to transforming services to deliver the best care for patients and ensuring staff can reach their full potential. Creating an environment where we can learn from each other to continually improve across MFT is a passion of mine. Therefore, I am very pleased that the professional lead for the Directors of Finance falls within my Executive portfolio.

We seek an experienced and confident Director to join the MFT Directors of Finance Professional Group. The ideal candidate will have the ability to inspire and guide others. You will contribute to and share your thought leadership on how to develop our finance staff network across Clinical Groups, to identify talent, and enable career pathways across the Trust, leveraging MFT's size and scale.

Join us and you will have the opportunity to work with some of the best people in the NHS and thrive in an organisation united in its values, purpose and commitment to patients and staff.

MFT is a great place to work with so many opportunities, so please step forward if you think you this job is for you.

I look forward to meeting you during the process.

**Claire Wilson**  
**Chief Finance Officer**

# Welcome from Gareth Adams, Chief Executive, CSS Clinical Group

I am delighted to share this opportunity with you, as we search for our next Director of Finance - CSS Clinical Group at Manchester University NHS Foundation Trust (MFT).



As the Chief Executive for our CSS Clinical Group, it is a huge privilege to be a member of the Organisation's Senior Leadership Team for one of the largest family of hospitals and community in the country, working alongside some of the greatest talent in the NHS. It is also in this context that MFT is seen as an organisation of national significance.

Our Clinical Scientific Services (CSS) delivers a diverse and specialist range of services across the MFT and wider community footprint. With a budget of £430m, CSS employs over 5,000 staff across care divisions comprising Allied Health Professions, Anaesthetics, Critical Care, Periop & Pain, Imaging, Laboratory Medicine, and Pharmacy.

This role will report directly to the Clinical Group Chief Executive as part of the senior leadership team, providing a unique opportunity to deliver strategic financial leadership ensuring effective financial management and control across the Clinical Group and driving forward robust financial strategies and business plans. As part of our organisation, you will work with some of the most dedicated professionals in both the NHS and local government, united in a shared commitment to improving the health and wellbeing of people across Manchester and Trafford.

You will also role model a values-led compassionate style, empowering others in decision making and enabling our teams to know they make valuable contributions, all leading to a high-performing, inclusive, open, and transparent culture. What's more, with substantial experience working in complex NHS environments, delivering financial improvement & long-term sustainable plans, you will be autonomous in developing and driving delivery of robust financial strategies for our Clinical Group.

Join us, and become an integral part of MFT, united in its values, purpose, and commitment to improving people's lives across Manchester, Trafford, and beyond.

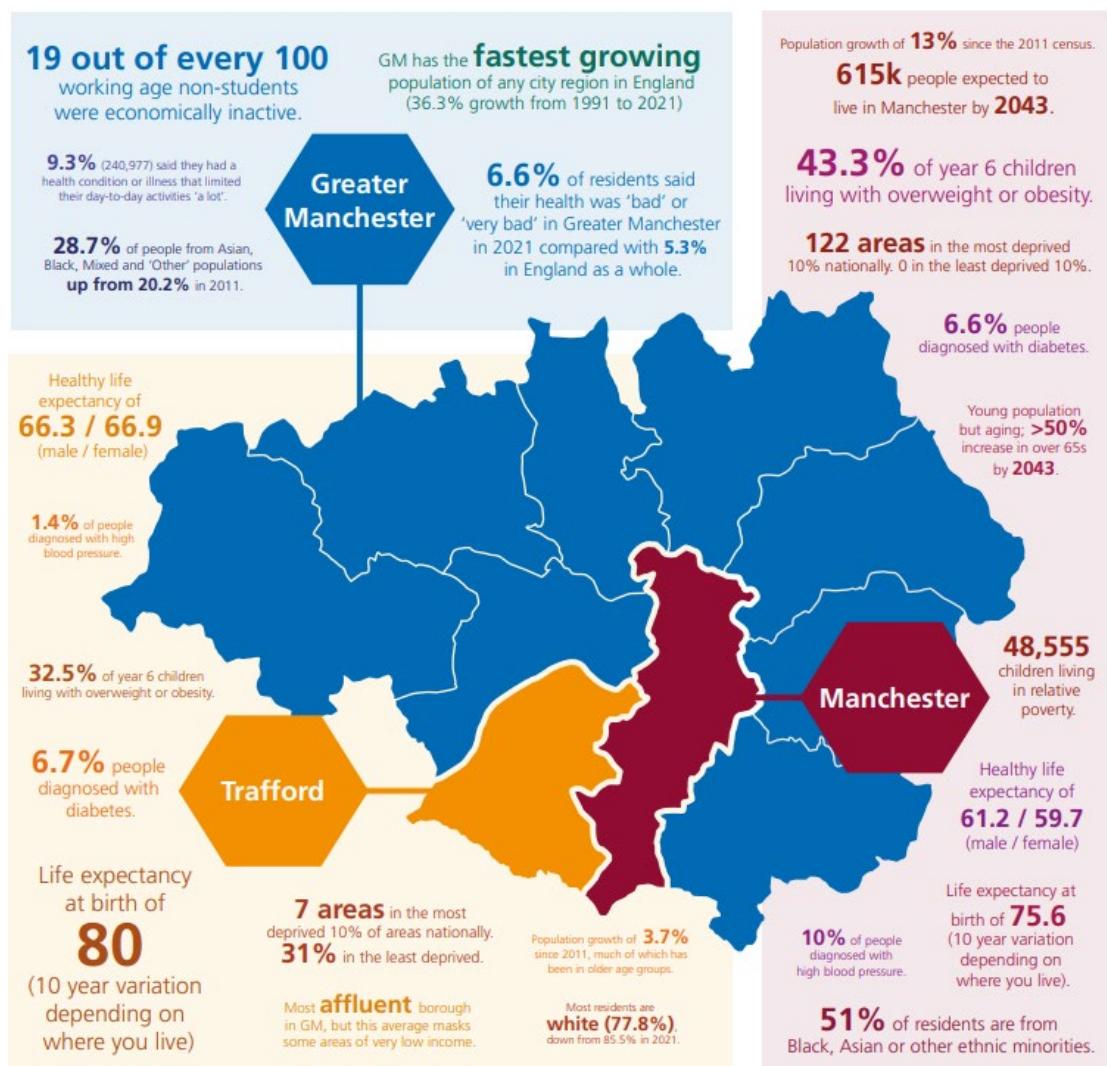
I look forward to hearing from you.

**Gareth Adams  
Chief Executive  
CSS Clinical Group**

# The Greater Manchester System

The **Greater Manchester Integrated Care System** covers an area with:

- 10 localities
- 2 Mental Health Trusts
- 7 Hospital Trusts
- 1 Ambulance Trust
- 67 PCNs
- 10 Local Authorities
- 1 Combined Authority
- 1 GM Mayor
- c16k VCSE organisations
- Social care provider



The Greater Manchester system has an active Trust Provider Collaborative of which MFT is a key member. We work closely with provider partners on strategic planning, operational decisions and performance improvement (e.g. mutual aid).

Whilst we work with colleagues at a **place** level in Manchester and Trafford, notably through our Local Care Organisations, we also work with locality colleagues in other parts of GM, particularly those boroughs that North Manchester General Hospital serves.

We support **research and innovation** across GM hosting NIHR activities and Health Innovation Manchester.

Many of these structures pre-date the establishment of Integrated Care Systems and are based on well-developed relationships.

# About MFT



**Manchester Royal Infirmary**

Secondary and tertiary services



**Manchester Royal Eye Hospital**

Specialist eye hospital



**Saint Mary's Hospital**

Specialist Women's hospital and genomics



**Royal Manchester Children's Hospital**

Specialist children's hospital



**University Dental Hospital of Manchester**

Specialist dental hospital



**Clinical & Scientific Services (CSS)**

Specialist Services



**Wythenshawe Hospital**

Secondary and tertiary services



**Withington Community Hospital**

Diagnostics, day-case and community



**Trafford General Hospital**

Secondary care services



**Altrincham Hospital**

Diagnostics and outpatient care services



**North Manchester General Hospital**

Secondary and tertiary services



Trafford Local Care Organisation



Manchester Local Care Organisation

**Community Health & Adult Social Care Services**

Committed to move to an enhanced clinical leadership model, Manchester University NHS Foundation Trust (MFT) consists of **10 hospitals across 6 Clinical Groups** delivering the full range of hospital services from seven sites across Manchester and Trafford.

Imaging, Pharmacy, Anaesthetics and Critical Care, Laboratory Medicine and AHP services are provided by Clinical and Scientific Services across all 10 hospitals.

We are one of the largest acute trusts in the UK with **over 30,000 staff** and a turnover of more than **£3.0 billion**.

We provide local hospital care to almost 1 million people, primarily in Manchester and Trafford. And we are also the **single biggest provider of specialised services in England**, with patients coming from across the country to receive care at our hospitals.

We host two **Local Care Organisations** (LCOs) which **run NHS community health and adult social care services** in Manchester and Trafford, in collaboration with our Local Authority partners.

We are the leading trust for research and teaching in the Northwest hosting the Manchester NIHR Biomedical Research Centre and Clinical Research Facility.

There is **significant diversity** across Manchester and Trafford

- 190 languages spoken in Manchester
- The average age of people in Manchester is 33 and in Trafford is 39
- 1 in 5 of the population has a disability or long-term condition

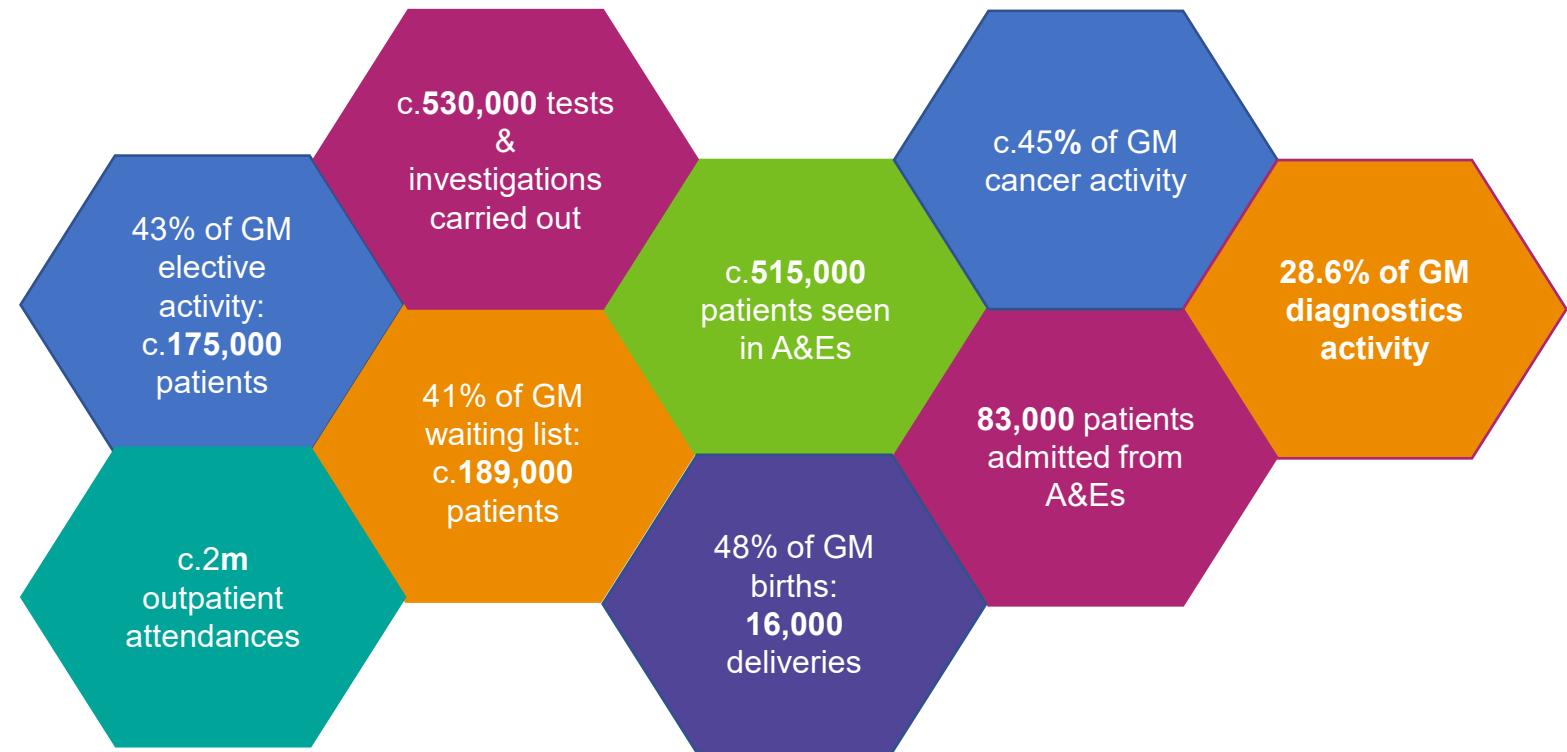
**Deprivation** is significant

- Manchester is the sixth-most deprived local authority in England
- More than two thirds of neighbourhoods in Manchester and Trafford are more deprived than the England average
- Over 40% of children under 16 in Manchester are living in poverty



# Overview of Our Services

MFT is the largest provider of specialist services in England, covering a population of 2.8m, sole provider for several tertiary services across GM, whilst delivering District General Hospital services for our local population.



MFT also provides extensive community services to the population of Trafford and Manchester.

## A typical day in Manchester Local Care Organisation:

- 3,300 people seen or in contact with our community health services
- 700 new referrals into our community health services
- 15 people referred through our crisis services - helping keep them out of hospital
- 165 people in our reablement services helping them stay independently at home
- 150 people are supported through our integrated care teams
- 1,100 people have care commissioned in residential and nursing homes through contracts we hold

## A typical day in Trafford Local Care Organisation:

- 2,400 people supported by our Adult Social Care teams
- 304 daily visits to people by our District Nurses
- 230 contacts every day from our Health Visitors with families
- 54 contacts and visits by the Child Nursing and Paediatric medical services to children
- 16 children and 59 adults experiencing acute or chronic pain supported by our Musculoskeletal and Child Therapy services
- 31 people at immediate risk of admission are provided with a rapid health and social care



# Our Trust Strategy 2024 – 2029: Where Excellence Meets Compassion

**Working together to improve the health and quality of life of our diverse communities**

In March 2024, we introduced our strategy for the next five years. This is the first time that MFT has a single strategy that covers everything that we do as an organisation. We have developed it with support from our staff, patient and community groups, and our partners in the health and care system. We believe that having one strategy for the whole of MFT will help us to be clear about what we want to achieve as an organisation, and the things that we will focus on to deliver this.

We have called our strategy *Where Excellence Meets Compassion* because it describes in a few words what we aim to be as an organisation. We aim for excellence in everything that we do, from the care our teams provide in people's own homes and in our hospitals, the education and training we provide, through to the research and innovation work we do to help shape the healthcare of tomorrow. And we are a caring organisation – we care for people from before they are born to the end of their life.

## **The Difference We Aim to Make:**

- More people being supported to live healthy lives in the community with fewer people needing to use healthcare services in an unplanned way.
- More people recommending MFT as a place to be treated.
- More people recommending MFT as a place to work.
- Make the biggest possible difference with the resources we have by delivering our financial plans.
- More people participating in and benefitting from world-class research and innovation.

Click [here](#) to read the full Trust Strategy



# Our Values & Mission

At the same time as developing our organisational strategy, we have refreshed our MFT values – the principles that guide the way we work each day. Given the scale of the challenge – and of our ambition – it is important that we create the right conditions for our staff to do what we ask of them. Refreshing our values is just one part of an important piece of work we are doing to change and improve the culture of our organisation.

Our organisational values were originally developed as part of MFT's creation back in 2017, with input from our staff and local people. We have recently engaged further with people from across our organisation to refresh these values so that they reflect the things that are important to us today. People told us that they believe in the values we have but wanted to make them more meaningful, both in how we describe them and how we all demonstrate them in our actions.

Set out below are the refreshed values that we have developed through this engagement:

- **We are compassionate**
- **We are curious**
- **We are collaborative**
- **We are open and honest**
- **We are inclusive**

We have recently added a fifth value – we are curious. It reflects how we are always searching for ways to learn and improve, as well as focus on research, innovation, education and training.

We have used these values to inform the aims, objectives and values that make up our strategy.

## To achieve our mission of: 'Working together to improve the health and quality of life of our diverse communities'...

People who we serve, our colleagues, communities and partners are counting on us, so...



## We are collectively getting it right, when we can all say...

<ul style="list-style-type: none"><li>I listen to and respect the views and opinions of others, valuing their perspectives</li><li>I promote empathy, understanding and kindness to others</li><li>I support others to deal with and respond successfully to challenges</li></ul>	<ul style="list-style-type: none"><li>I seek opportunities to continuously improve and innovate our care, services, research and teaching</li><li>I make a habit of asking questions and seek to notice things that may have been missed</li><li>I keep learning and support others to do the same</li></ul>	<ul style="list-style-type: none"><li>I put the needs of our service users above all else to succeed together</li><li>I share information with all that need it and work together with others to find shared solutions to problems.</li><li>I celebrate the success of others</li></ul>	<ul style="list-style-type: none"><li>I set a good example and behave how I would want others to behave towards me</li><li>I give meaningful feedback and call it out if I see standards or patient safety not being maintained. I invite feedback from others</li><li>I acknowledge when I get it wrong and use it as an opportunity for learning</li></ul>	<ul style="list-style-type: none"><li>I actively ensure those around me feel valued and respected</li><li>I consider other people's different needs and circumstances</li><li>I treat people fairly, based on the unique things each person brings</li></ul>
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# Strategic Developments and Opportunities

We have a range of exciting strategic developments underway which will help to deliver our strategic aims and our mission to improve the health and wellbeing of our diverse communities. These include:

- Our Local Care Organisations (LCOs) are working with partners across Manchester and Trafford to further develop our pioneering Integrated Neighbourhood Teams, which provide integrated community health and care services and support the strategic shifts towards community care and prevention.
- Developing the Genomic Medicine Service including accelerating the use of automation in laboratory services, delivering our Manchester Rare Conditions Centre (MRCC) and further expansion of Advanced Therapies across MFT.
- Building on our successful deployment of Hive, our electronic patient record powered by Epic, which supports our broader transformation and improvement programme including our *Care on Time* elective care programme, exploring roll-out to the community to further drive integrated care, and expanding our significant research and innovation offering.
- Delivering world-class research and innovation that improves people's lives. Developments include strengthening our infrastructure and increasing participation, collaborating with universities and industry, supporting staff to pursue research and develop new skills, and the application of digital technologies and AI to improve health outcomes and service delivery.
- North Manchester General Hospital has been confirmed as a Wave 1 New Hospitals Programme scheme with a budget of around £1.5bn and a target building start date of 2027-2028. This investment will allow us to develop a state-of-the-art hospital as well as R&I infrastructure and commercial facilities on the campus. The scheme is part of an ambitious programme of regeneration that includes 15,000 new homes, new jobs and transport. We continue to work with our partners including Manchester City Council to deliver the maximum benefits for the investment in the locality.
- The Wythenshawe Masterplan seeks to create a modern health and care campus to support local economic developments, tackle health inequalities and promote wellbeing, all in-line with the 10 Year Health Plan. The site provides a strong candidate to test alternative models of capital investment and the GM Combined Authority have granted funding to develop the next iteration of plans for the programme.



# MFT Leadership

## Chair

Kathy Cowell, CBE DL has been Chair of the board since 2016. She joined the Trust in 2013 as a Non-Executive Director and was appointed the Senior Independent Director (SID) in 2014.

A banker by profession, Kathy worked for Cheshire Building Society for 24 years until taking early retirement in 2006.

Kathy has held several Chair and Non-Executive roles in the health sector, in both provider and commissioner organisations, including Chair of the East Cheshire NHS Acute Trust; NHS Cluster / PCT Chair; and Vice Chair of Warrington Hospital NHS Acute Trust.



## Trust Chief Executive

Mark Cubbon has worked in the NHS for many years, having joined the NHS as a nurse in Greater Manchester in 1992.

Mark became the Trust Chief Executive of Manchester University NHS Foundation Trust in April 2023. Prior to that, he was Chief Delivery Officer for NHS England.

Mark has held a range of senior leadership roles in his career, including Chief Executive at Portsmouth Hospitals University NHS Trust, regional Chief Operating Officer for NHS Improvement in the Midlands and East of England, and several director roles in London NHS Trusts, including Moorfields Eye Hospital, Whipps Cross, and Barts Health.



You can find out more about our senior leadership team [here](#)



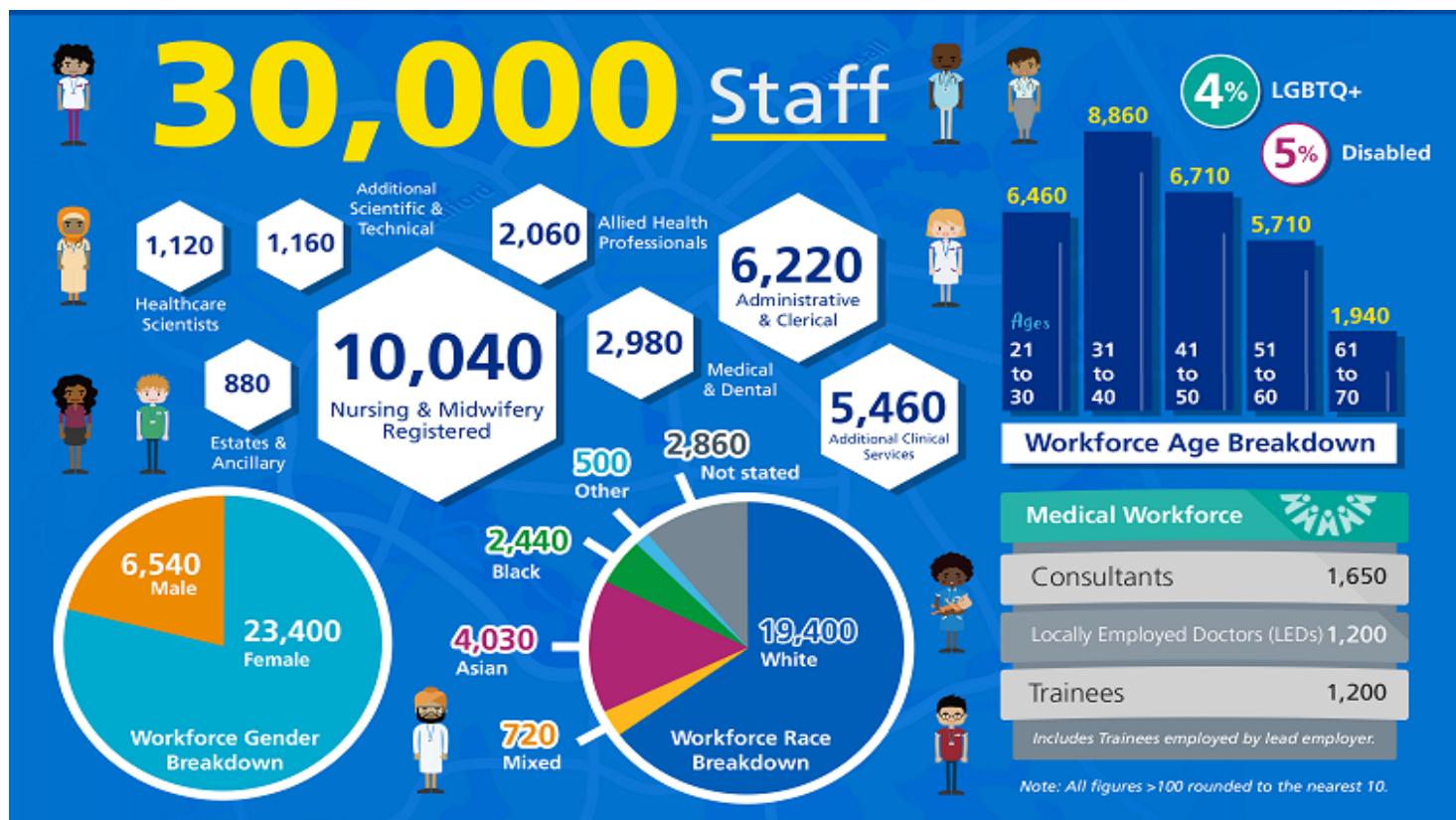
# Equality, Diversity, and Inclusion

There is so much to be proud of at MFT but most of all, our committed and dedicated workforce. All our people, whatever job they do, contribute in some way to the positive reputation of MFT.

It is recognised that the NHS is built on the values of working together for patients, respect and dignity, commitment to quality of care, compassion, improving lives, everyone counts, and openness. These values guide the NHS in providing healthcare services.

To build for the future, we need to inspire new staff to join and encourage existing staff to stay, whilst ensuring our teams work in an environment where they feel they belong, can safely raise concerns, ask questions and admit mistakes is essential for staff morale – which, in turn, leads to improved patient care and outcomes. This can only be done by treating people equitably and without discrimination.

The MFT People Plan provides a roadmap for all staff and supports a collective vision that we can make MFT a great place to work. This includes priorities for supporting the 30,000 people who work at MFT, with specific actions for improving their sense of 'belonging'. The approach is shaped by the NHS England Listening Well Framework with a focus on improving the fundamental issues associated with good staff experience. This work is being led by the Trust Chief Executive with full involvement of senior leaders from across the Trust to complement delivery of the Trust ED&I strategy.



# MFT Operating Model

## How we operate

We have refreshed our operating model to ensure we have the right core functions, skills, and capabilities to deliver our mission of working together to improve the health and quality of life of our diverse communities.

## Clinical Groups

Our structure of 10 hospitals, Managed Clinical Services, and LCOs are categorised into the following six Clinical Groups:



There is a standard leadership framework for each Clinical Group, underpinned by a new Accountability & Decision-Making Framework. This includes Clinical Group Chief Executives reporting to the Trust Chief Executive and being members of the Trust Leadership Team alongside Executive Directors.

Clinical Group Chief Executives are responsible for designated services but also hold a corporate leadership role in specific areas agreed with the Trust Chief Executive.

Clinical Group Chief Executives lead a Senior Leadership Team (SLT). SLT roles are based on a standard framework and SLT members have a professional line of accountability to the relevant Executive Director (e.g. Clinical Group Director of Nursing to Chief Nurse). Working with the SLT are aligned subject experts for strategy, improvement, R&I, education and digital.

## The standard model for Clinical Groups Senior Leadership Teams includes:

- Clinical Group Chief Executive
- Clinical Group Medical Director
- Clinical Group Director of Nursing
- Clinical Group Director of Performance and Operations
- Clinical Group Director of Finance
- Clinical Group Director of Workforce & OD

## Glossary:

**MRI** – Manchester Royal Infirmary

**WTWA** – Wythenshawe, Trafford, Withington, Altrincham Hospitals

**NMGH** – North Manchester General Hospital

**RMCH** – Royal Manchester Children's Hospital

**SMH** – Saint Mary's Hospital

**MREH** – Manchester Royal Eye Hospital

**LCOs** – Local Care Organisations

**UDHM** – University Dental Hospital Manchester

**CSS** – Clinical & Scientific Services

# Clinical Scientific Services Clinical Group



CSS Clinical Group

## Clinical and Scientific Services (CSS)

Clinical Scientific Services (CSS) Clinical Group delivers a range of services across every MFT hospital site, as well as working closely with Local Care Organisations on a range of services in the community. It employs 5,000 staff and has a budget of £430m.

CSS is composed of the following Care Divisions:

### ▪ **Allied Health Professions**

CSS employs over 1,000 AHPs across a range of services, providing community and hospital-based therapies. In addition to its local inpatient and outpatient services, the Care Division includes a range of specialist teams, such as Cardiac Rehabilitation and the Pelvic Health Team, and the Specialist Ability Centre, which provides care for people who have experienced limb loss from across the region. The division delivers over 200,000 outpatient appointments each year.

### ▪ **Anaesthetics, Critical Care & Perioperative medicine**

The division provides services across all MFT hospitals and the community, including a multidisciplinary pain service, anaesthetics, peri-operative medicine, and critical care. Services range from community-based pain services, prehabilitation ensuring patients are fit and ready for planned surgery, and specialist critical care services such as the extracorporeal membrane oxygenation (ECMO) service. Critical Care services at both MFT and Wythenshawe were rated as 'Outstanding' by the CQC following the most recent inspection.

### ▪ **Imaging**

The Division of Imaging delivers a comprehensive range of imaging services across MFT hospitals and in the community as part of the Community Diagnostics Centre and Breast Cancer Screening programmes. As well as local hospital services, it also provides specialist care at a regional level, such as interventional radiology and a PET-CT service. It delivers over 300,000 diagnostic tests each year.

### ▪ **Laboratory Medicine**

One of the largest laboratory services in the country, the division delivers pathology services for MFT, Greater Manchester, and the North-West of England. The establishment of MFT has allowed services to be brought together across our sites, enabling innovation and productivity. Our scale helps us to provide specialist services such as HPV cervical cytology testing for the North-West and a partnership with the UK Health Security Agency to provide a regional public health service.

### ▪ **Pharmacy**

The Division of Pharmacy is responsible for a comprehensive range of pharmacy services, from outpatient dispensing to the manufacturing of medicinal products in specialist aseptic units. The team is influential at a regional and national level, working with partners to shape policy and improve practice, for example, in medicines optimisation and antimicrobial resistance. The division also supports a wide range of research activities across MFT, including advanced medicinal therapeutic products (ATMPs).

# Clinical Scientific Services Clinical Group Senior Leadership Team



## CSS Leadership Team



**Gareth Adams**  
Chief Executive



**Dr Katherine  
Ajudkiewicz**  
Medical Director



**Sarah Ingleby**  
Director of Nursing and  
Healthcare Professions



**Zara Pain**  
Director of Workforce  
and OD



**Alison Olivant**  
Director of  
Performance  
and Operations



**Rachel Forster**  
Interim Director  
of Finance



**Charlotte Skitterall**  
Group Chief  
Pharmacist

# Role Description and Person Specification

**Job Title:** Clinical Group Director of Finance

**Grade:** VSM

**Accountable/Reports to:** Clinical Group Chief Executive

**Professional Line to:** Chief Finance Officer

## Main Organisational Relationships:

### Internal Relationships

- Clinical Group Chief Executive.
- Clinical Group Senior Leadership Team (and their teams).
- Chief Finance Officer.
- Other Executive Directors.
- Reporting staff (and their teams) within the Clinical Group.
- Other Clinical Group Senior Leadership Teams.
- Other Clinical Group Directors of Finance (and their teams).
- Corporate Directors (and their teams).
- Staff Networks.
- Staff Side.

### External Relationships

- Commissioners - Greater Manchester Integrated Care Board (ICB), Specialised Commissioners.
- Greater Manchester Provider Finance Network.
- NHS England.
- Locality Boards - primary care, social care, local authority and other local partners.
- Regulators for example CQC, MHRA, H&S E.
- Representatives of patients / service users.
- Staff Side - regional teams.
- Other external stakeholders (e.g., senior finance leadership of other healthcare providers).

## Job Summary

The Clinical Group Director of Finance is a pivotal role in the leadership of Manchester University NHS Foundation Trust (MFT). The Clinical Group Director of Finance is accountable to the Clinical Group Chief Executive, and professionally accountable to the Trust Chief Finance Officer.

Working as part of the Senior Leadership Team (SLT) of the Clinical Group, the Director of Finance will provide strategic financial leadership and advice to the Clinical Group Chief Executive and other SLT members, ensuring effective financial management and control within the Clinical Group.

The Clinical Group Director of Finance will be responsible for identifying opportunities for financial efficiencies, highlighting areas of risk, implementing financial improvement and reporting on progress, in order to provide assurance of sustainable financial delivery.

# Role Description and Person Specification

## Job Summary Continued.

The postholder will also drive forward the development and delivery of robust financial strategies and business plans for the Clinical Group.

The Clinical Group Director of Finance will lead the embedded Clinical Group Finance team to ensure delivery of a high quality and professional service, working collaboratively with the Trust Finance functions.

The postholder is a key member of the Trust's Senior Finance community, with some responsibilities that impact across the Trust. They will be responsible for ensuring that the Clinical Group financial processes are consistent with Trust Finance approaches.

The postholder will have Clinical Group on-call responsibilities.

## Principal Duties & Responsibilities

### Leadership

- Provide leadership to the Clinical Group as part of the Senior Leadership Team (SLT); taking responsibility for, and an active role in, all of the Clinical Group's services and functions.
- Role model and reinforce MFT's values and behaviours, always celebrating success and acting as a proud ambassador for financial management and for the Trust.
- Work as a dynamic, innovative, compassionate and inclusive leader using a positive, strong influencing and coaching style.
- Advise the Clinical Group Chief Executive and the rest of the SLT on the financial management and planning of the Clinical Group, to ensure compliance with statutory and contractual obligations, and alignment with MFT policies, processes and overall financial strategy. Lead the development of financial aspects of local business cases and contribute as appropriate to Trust-wide business cases and service changes.
- Undertake required financial reviews in the evaluation of business cases and tenders, ensuring that all assumptions have been constructively challenged, and potential risks and further opportunities are highlighted and quantified effectively.

### Strategy and Business Planning

- As part of the SLT, contribute to the overall direction of the Clinical Group to ensure a clear strategy which is underpinned by both appropriate prioritisation and a robust corporate and service business plan.
- Horizon scan, identify and act upon current and future strategic opportunities for the Clinical Group, ensuring they are aligned with the objectives of MFT as a whole.
- Review, evaluate and act upon present and future threats and risks to the Clinical Group and the Trust, assessing and managing strategic, operational and financial risk.
- Key member of the wider Trust Finance leadership, contributing to the long-term strategy, planning assumptions and performance standards for MFT.

# Role Description and Person Specification

## Strategy and Business Planning Continued

- Analyse and evaluate the overall financial, quality and risk consequences of different service options in order to inform the future strategic management and business planning of the Clinical Group.
- Contribute to the development and review of the Clinical Group's annual business plan, ensuring that they are consistent with Trust strategy and direction, local, regional and national priorities and stakeholder requirements.
- Lead the process of financial planning through the Clinical Group's annual planning process to ensure a coherent and coordinated approach to the production of a financial plan and budgets which support priorities within overall MFT financial parameters.
- Develop annual financial plans which support the short-term needs of the Clinical Group, as well as supporting its longer-term viability.
- Challenge assumptions to ensure the development of robust financial forecasts.
- Work with colleagues to ensure that clinical operational service, workforce and financial planning processes are closely aligned, triangulated and integrated wherever possible.
- Ensure the Clinical Group's financial standards are clear and that robust delivery plans are in place order to secure a sustainable financial position for the Clinical Group.
- Working with the Clinical Group SLT, ensure that annual financial plans are successfully delivered, and standards achieved, in accordance with agreed internal and external performance measures.
- Lead the capital planning process for the Clinical Group, ensuring alignment with the MFT overall capital plan. Provide financial support and scrutiny to major capital programme planning.
- Ensure a consistent approach for new financial plans developed during the year.
- Assist when required with the interpretation of changes in local, regional and national policy and assess the financial impact of these changes on the Clinical Group and Trust.

## Information Management and Financial Reporting

- Ensure effective systems are in place for gathering financial information and data and ensure that such information is effectively used in the Clinical Group.
- Identify, develop and implement improvements in financial information management and performance monitoring processes, policies and systems, consistent with the Trust Finance approach. Ensure that any local systems are kept up to date and maintained as appropriate.
- Work with the Finance team to provide the Clinical Group's Chief Executive and the SLT with costing, pricing and financial planning data, as well as related analysis, which will assist them in mitigating financial risks, maintaining overall control, and in monitoring performance.
- Ensure the timely and accurate reporting and presentation of financial, contracting and other management information to drive delivery of the financial plan and monitor performance standards, in line with Clinical Group and Trust requirements.

# Role Description and Person Specification

## Financial Improvement

- Responsible for monitoring the financial performance of the Clinical Group against the agreed annual business plan and associated efficiency standards, in order to understand the root cause of trends / take swift action to rectify downward performance trajectories.
- Proactively identify opportunities for cost reduction and cost avoidance, including through the identification of opportunities to 'do things once' across the Clinical Group and MFT.
- Take early action when necessary to contain overspending on budgets and develop long-term cost improvement plans to return to and maintain financial balance.
- Responsible for the development and delivery of financial improvement programmes within the Clinical Group, in particular cost reduction, improved income generation and longer-term initiatives to enhance productivity, quality and efficiency savings.
- Ensure that a continuing programme of financial improvement is in place, delivering transformational change across the Clinical Group.
- Act as a change agent for financial improvement. Develop an awareness of financial performance requirements and of the need for budgetary control across Clinical Group. Work with Finance colleagues across the Trust to ensure Trust-wide improvement and consistency across the Trust.
- Challenge, motivate and empower clinical leaders, operational managers and wider staff to deliver improvement in quality, efficiency and effectiveness in all areas of work. Leverage a variety of benchmarking information to deliver this, including PLICS, Model Hospital and GIRFT.
- Develop, drive and deliver the Finance Work Programme, leading and inspiring innovation and improvement in a patient-focused manner.
- Work on special projects and business cases that impact both the Clinical Group and broader Trust, in association with other Clinical Group finance and operational staff.
- Recommend improvements to and ensure best practice is shared and communicated amongst senior finance leadership across Clinical Groups.

## People Management

- Ensure management of all staff in accordance with MFT's values and policies.
- Alongside the Director of Workforce & OD, support the Clinical Group with delivery against the MFT People Plan and ED&I Strategy.
- Ensure clear lines of accountability and effective management of all direct reports within the Clinical Group, in accordance with MFT's employment policies and practices. This includes recruitment, selection, performance management, identification of training and development needs, and setting of annual objectives.
- Promote a learning culture which delivers results through continuous improvement, encouraging the use of initiative which supports personal and team development.

# Role Description and Person Specification

## People Management Continued.

- Promote an open and inclusive culture which supports innovation through the active involvement of colleagues who are encouraged to initiate ideas and new ways of working and respond positively to change. Empower staff to be involved in decision-making.
- Ensure education and training is valued highly and build an environment that supports recognised training and education and a positive learning experience.
- Develop the Finance team within the Clinical Group to support the broader Finance Skills Development agenda across MFT.
- Lead the Finance training of all clinical and non-clinical staff across the Clinical Group, in particular ensuring that all staff with specific financial responsibilities are trained to read and interpret financial budget reporting information.
- Ensure organisational values are embedded in the Clinical Group and act as a driver for equality and diversity, both as an employer and provider of services, ensuring that effective policies and procedures are in place and promoted.

## Governance, Stewardship and Regulatory Compliance

- Ensure that all regulatory and risk management requirements are satisfied and direct the development of systems and control processes which will establish safe and consistent service delivery and financial monitoring arrangements across the Clinical Group.
- Support with the development and implementation of appropriate procedures, which comply with MFT's Policies, covering all relevant aspects of financial management.
- Develop and maintain appropriate systems of financial control in line with MFT's Accountability and Oversight Framework, such that the Clinical Group and MFT's assets are safeguarded, and risk can be appropriately assessed and managed.
- Ensure the Trust's Standing Financial Instructions and Scheme of Delegation, which incorporate these control systems, are understood and acted upon across the Clinical Group.
- Use a variety of information, data sources and frameworks to assure the financial performance of the Clinical Group.
- Demonstrate high levels of personal and professional judgement in determining the acceptable level of risk. When the situation requires prompt action, act independently and take high-level decisions to ensure appropriate delivery of financial standards.

## Partnership Working, Social Inclusion and Stakeholder Management

- Be responsible for building and maintaining effective working relationships with a wide range of stakeholders integral to the success of the Clinical Group.
- When required, represent the Clinical Group at key forums across MFT.
- Alongside the Contracts Director and the Commercial leadership, support the negotiation and completion of agreements with partner organisations, in order to develop and enable commercial and service development opportunities for the Clinical Group.

# Role Description and Person Specification

## Partnership Working, Social Inclusion and Stakeholder Management

- Ensure that all customers and partner organisation receive accurate and clear financial information, ensuring that budgets set reflect the cost of delivering contracted activity baselines and other agreed performance standards.

## Infection Control

- It is a requirement for all staff to comply with all infection control policies and procedures as set out in the Trust's Infection Control manual.
- The postholder is also responsible for ensuring that they attend mandatory training on a yearly basis.

## Safeguarding

- Ensure that the policy and legislation relating to child protection and safeguarding of children, young people and vulnerable adults are adhered to.
- It is the responsibility of all staff to report any concerns to the identified person within your area of responsibility.
- Ensure that the Clinical Group has an effective safeguarding governance structure in place that meets organisational and local safeguarding board requirements.

## Equality, Diversity, & Inclusion

- To assist the Trust, fulfill its legal responsibilities with regard to the Equality Act 2010 aimed at improving equality, diversity, and inclusion, and to enhance the sense of belonging for NHS staff to improve their experience.
- To make continuous improvements to help ensure services and workplaces are free from discrimination and creating a culture of belonging and trust. Work to understand, encourage, and celebrate diversity in all its forms.
- To improve the outcomes for protected groups across the health system and always ensure the maintenance of confidentiality.
- To contribute to the leadership of system and culture change to create inclusive workplaces.
- To always perform your duties in a way that supports equality, diversity, and inclusion.

**This job description is an outline of the key tasks and responsibilities of the role and is not intended as an exhaustive list. The job may change over time to reflect the changing needs of the Trust and its services, as well as the personal development needs of the post holder.**

## Health and Safety

- The Trust has a statutory responsibility to provide and maintain a healthy and safe environment for its staff to work in.
- You equally have a responsibility to ensure that you do nothing to jeopardize the health and safety to either yourself or of anybody else. The Trust's Health and Safety Policies outline your responsibilities regarding Health & Safety at Work.

# General Responsibilities

## Health and Safety

- The post holder must not willingly endanger themselves or others whilst at work. Safe working practices and safety precautions must be adhered to. Protective clothing and equipment must be used where appropriate.
- All accidents or incidents must be reported to your line manager and documented as per Trust Policy, including the reporting of potential hazards.
- The postholder has a responsibility to ensure that they attend corporate and clinical mandatory training on a yearly basis.

## Security

- The post holder has a responsibility to ensure the preservation of NHS property and resources.

## Confidentiality

- The post holder is required to maintain confidentiality at all times in all aspects of their work.

## Team Briefing

- The Trust operates a system of Team Briefing, which is based on the principles that people will be more committed to their work if they fully understand the reason behind what is happening in their organisation and how it is performing.

## No Smoking Policy

- The Trust operates a no smoking policy, which applies to all staff, patients and visitors and extends to the hospital grounds as well as internal areas.

## The trust is an equal opportunities employer

This job description indicates the main functions of the post holder and may be subject to regular review and amendment in the light of service development. It is not intended to be an exhaustive list. Any review will be undertaken in conjunction with the post holder and in line with Trust policy.

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## Vision and Values

### To achieve our mission of: 'Working together to improve the health and quality of life of our diverse communities'...

People who we serve, our colleagues, communities and partners are counting on us, so...



### We are collectively getting it right, when we can all say...

• I listen to and respect the views and opinions of others, valuing their perspectives	• I seek opportunities to continuously improve and innovate our care, services, research and teaching	• I put the needs of our service users above all else to succeed together	• I set a good example and behave how I would want others to behave towards me	• I actively ensure those around me feel valued and respected
• I promote empathy, understanding and kindness to others	• I make a habit of asking questions and seek to notice things that may have been missed	• I share information with all that need it and work together with others to find shared solutions to problems.	• I give meaningful feedback and call it out if I see standards or patient safety not being maintained. I invite feedback from others	• I consider other people's different needs and circumstances
• I support others to deal with and respond successfully to challenges	• I keep learning and support others to do the same	• I celebrate the success of others	• I acknowledge when I get it wrong and use it as an opportunity for learning	• I treat people fairly, based on the unique things each person brings

# Person Specification

	Attribute	Essential	Desirable	Method of Assessment
Qualifications Academic / Professional	<ul style="list-style-type: none"> <li>Fully qualified accountant with a recognised chartered accountancy body.</li> <li>Unblemished record with the Consultative Committee of Accountancy Bodies (CCAB) / Chartered Institute of Management Accountants.</li> <li>Educated to degree level or equivalent experience.</li> <li>Additional post-graduate degree or equivalent experience.</li> <li>Evidence of recent and relevant continuous professional development.</li> <li>Formal management or leadership qualification.</li> </ul>	<span style="font-size: 2em;">✓</span> <span style="font-size: 2em;">✓</span> <span style="font-size: 2em;">✓</span> <span style="font-size: 2em;">✓</span> <span style="font-size: 2em;">✓</span> <span style="font-size: 2em;">✓</span>	<span style="font-size: 2em;">✓</span> <span style="font-size: 2em;">✓</span>	Application/ C.V & Selection Event Application/ C.V & Selection Event Application/ C.V & Selection Event Application/ C.V Application/ C.V Application/ C.V
Skills & Abilities	<p><b>Skills &amp; Abilities</b></p> <ul style="list-style-type: none"> <li>Outstanding personal impact. Highly developed interpersonal, networking, advocacy, written and presentation skills that are persuasive and influential and develop relationships that inspire respect, trust and confidence.</li> <li>Expert level numeracy, numerical reasoning and numerical analysis skills.</li> <li>Highly developed analytical skills with the ability to think and act strategically, tactically and creatively, while maintaining a clear view of the issues affecting the Clinical Group and MFT.</li> <li>Commercially astute and able to develop costing models and pricing strategies to drive business growth and improve cash flow.</li> <li>Ability to translate a strategic vision into operational action, to communicate those objectives and ensure they are adhered to.</li> <li>Ability to negotiate and influence in order to secure value for money and added value.</li> </ul>	<span style="font-size: 2em;">✓</span> <span style="font-size: 2em;">✓</span> <span style="font-size: 2em;">✓</span> <span style="font-size: 2em;">✓</span> <span style="font-size: 2em;">✓</span> <span style="font-size: 2em;">✓</span>		Application/ C.V & Selection Event Application/ C.V & Selection Event Selection Event Application/ C.V & Selection Event Selection Event Application/ C.V & Selection Event

# Person Specification

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	Attribute	Essential	Desirable	Method of Assessment
Knowledge & Experience Requirements Continued	<p><b>Knowledge &amp; Experience continued.</b></p> <ul style="list-style-type: none"> <li>Demonstrable success in building, developing and inspiring high performing financial teams, increasing staff engagement and innovation, and motivation to improve performance.</li> <li>Evidence of communicating successfully and working effectively in co-operation with a wide range of internal and external bodies, including statutory and non-statutory organisations, senior managers, colleagues and their representatives.</li> </ul>	✓ ✓		Application/ C.V & Selection Event Application/ C.V & Selection Event
Personal Attributes	<ul style="list-style-type: none"> <li>Highly motivated, hard-working and self-confident individual with a drive to deliver and commitment to excellence across all areas. Inspires others and leads by example.</li> <li>Holds themselves to the highest standards of probity and corporate governance, acting ethically and with the utmost integrity.</li> <li>Aligned to MFT's values.</li> <li>A commitment to promoting excellence at an MFT level as well as supporting the success of the Clinical Group.</li> <li>Able to communicate openly, effectively listen and is consistently approachable to colleagues.</li> <li>Works in a highly collaborative manner with colleagues across MFT and other system partners to ensure effective partnership work.</li> <li>Able to manage different projects simultaneously with a high degree of autonomy in terms of decision-making and management of deadlines.</li> <li>Able to adapt to changing priorities, problem solve and re-focus the work of self and others on new priority areas that may require urgent action.</li> <li>Can constructively challenge and effectively manage conflict to reach a positive conclusion.</li> </ul>	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓		Selection Event Application/ C.V & Selection Event Selection Event

# Person Specification

	Attribute	Essential	Desirable	Method of Assessment
Personal Attributes continued	<ul style="list-style-type: none"> <li>■ High level of personal resilience and ability to work and remain calm in a high-pressure and/or challenging environment.</li> <li>■ A commitment to personal development and the development of colleagues, with the ability to develop a culture in which all individuals can thrive and feel a sense of belonging.</li> <li>■ A commitment to the ethical standards expected of public sector leaders in the UK.</li> <li>■ Passionate commitment to embedding equality, diversity and inclusivity, internally and externally.</li> <li>■ Willingness and ability to travel between MFT's sites as required.</li> </ul>	<span style="font-size: 2em;">✓</span> <span style="font-size: 2em;">✓</span> <span style="font-size: 2em;">✓</span> <span style="font-size: 2em;">✓</span> <span style="font-size: 2em;">✓</span>		Selection Event Application/ C.V & Selection Event Selection Event Selection Event Selection Event

# Role Description and Person Specification

## The NHS Board/Aspiring Board Members Leadership Framework

NHS England has worked with a wide range of leaders from across the NHS to help describe what we do when we operate at our best. They have used this feedback to design a set of six competency domains, creating a *Leadership Competency Framework* to support Board Members to perform at their best. This framework is for Chairs, Chief Executives and all Board members in NHS systems and providers, as well as serving as a guide for aspiring leaders of the future.

It is designed to:

- support the appointment of diverse, skilled, and proficient leaders
- support the delivery of high-quality, equitable care and the best outcomes for patients, service users, communities, and our workforce
- help organisations to develop and appraise all board members
- support individual board members to self-assess against the six competency domains and identify development needs.

For more information on how this framework should be applied:

<https://www.england.nhs.uk/long-read/nhs-leadership-competency-framework-for-board-members/>

The six competency domains and definitions are:

### **Driving high-quality and sustainable outcomes**

The skills, knowledge and behaviours needed to deliver and bring about high quality and safe care and lasting change and improvement – from ensuring all staff are trained and well led, to fostering improvement and innovation which leads to better health and care outcomes.

### **Setting strategy and delivering long-term transformation**

The skills that need to be employed in strategy development and planning, and ensuring a system wide view, along with using intelligence from quality, performance, finance, and workforce measures to feed into strategy development.

### **Promoting equality and inclusion, and reducing health and workforce inequalities**

The importance of continually reviewing plans and strategies to ensure their delivery leads to improved services and outcomes for all communities, narrows health and workforce inequalities, and promotes inclusion.



# Role Description and Person Specification

## Providing robust governance and assurance

The system of leadership accountability and the behaviours, values and standards that underpin our work as leaders. This domain also covers the principles of evaluation, the significance of evidence and assurance in decision making and ensuring patient safety, and the vital importance of collaboration on the board to drive delivery and improvement.

## Creating a compassionate, just, and positive culture

The skills and behaviours needed to develop great team and organisation cultures. This includes ensuring all staff and service users are listened to and heard, being respectful and challenging inappropriate behaviours.

## Building a trusted relationship with partners and communities

The need to collaborate, consult and co-produce with colleagues in neighbouring teams, providers and systems, people using services, our communities, and our workforce. Strengthening relationships and developing collaborative behaviours are key to the integrated care environment.



## How to Apply



# How to Apply

**Closing date for applications is Midnight on Sunday 25<sup>th</sup> January 2026**

## How to apply

To apply, please submit the short application form via the vacancy link found on either the MFT Careers website, via 'Trac', our Applicant Tracking System or NHS Jobs.

## Together with your application, you will also need to upload:

- Your Curriculum Vitae (CV) which should outline your education, professional qualifications, and full employment history. It is also helpful to have daytime and evening telephone contact numbers and e-mail addresses, which will be used with discretion.
- The CV or application should include names and contact details of a minimum of two board member referees from two separate organisations, which cover the last six years.
- All candidates are also requested to complete an Equal Opportunities Monitoring Form which will be available upon submission of your online application. This will assist Manchester University NHS Foundation Trust in monitoring their selection decisions to assess whether equality of opportunity is being achieved. The information you give us will be treated as confidential and is for monitoring purposes only; it will not form part of the application process.
- If you are unable to apply online, please email: [sinead.gamble@mft.nhs.uk](mailto:sinead.gamble@mft.nhs.uk) - Talent Attraction & Senior Acquisition Service Lead.

## Selection Process

The Selection Event for shortlisted candidates will take place as follows:

Date: **Wednesday 11<sup>th</sup> February**

Location: **Cobbett House, Trust Headquarters, Oxford Road, Manchester, M13 9WL**

On this day, candidates will be invited to participate in:

- An in-person Stakeholder Engagement Exercise
- An in-person final Panel Interview

All selection exercises are developed specifically to assess the candidate's skills, knowledge, and experience in line with the Job Description and Person Specification, MFT's Values and in accordance with the six domains that form part of the NHS Leadership Competency Framework for Board Members/Aspiring Board members.

More information about the NHS Leadership Competency Framework for Board Members/Aspiring Board members can be found here:

[www.england.nhs.uk/long-read/nhs-leadership-competency-framework-for-board-members/](http://www.england.nhs.uk/long-read/nhs-leadership-competency-framework-for-board-members/)

Shortlisted candidates should plan to be available for a minimum of **three hours** on the day of the Selection Event.

More detailed information about the selection process for this role will be shared with shortlisted candidates closer to the time.

## Key dates to diary:

- Closing Date: **Midnight, Sunday 25<sup>th</sup> January**
- Shortlisting outcomes: **Thursday 29<sup>th</sup> January**
- Completion of Psychometric Tools and call with Occupational Psychologist by **Monday 2<sup>nd</sup> February**
- Selection Event: **Wednesday 11<sup>th</sup> February**

\*It is unlikely we can accept any late applications nor change the date of the Selection Event; therefore, we ask that applicants take note of these key dates and diary these in the event you are shortlisted.

# How to Apply

## Conditions of an offer of employment

The successful applicant will be subject to satisfactory clearance of both the six NHS Pre-Employment Check Standards alongside declaration of the Fit and Proper Persons Requirements Test Framework (FPPT).

Information about the Fit and Proper Persons Test Framework can be found here:

<https://www.england.nhs.uk/long-read/nhs-england-fit-and-proper-person-test-framework-for-board-members/>

All organisations regulated by the Care Quality Commission need to ensure that successful candidates meet the Fit and Proper Persons Requirement (Regulation 5, The Health and Social Care Act 2008 (Regulated Activities) Regulations Act and the requirements set out by NHSE and CQC from time to time.

## This means that the care provider must not appoint a Director unless:

- The individual is of good character;
- The individual has the qualifications, competence, skills and experience which are necessary for the relevant office or position or the work for which they are employed;
- individual is able by reason of their health, after reasonable adjustments are made, to properly perform tasks which are intrinsic to the office or position for which they are appointed or to the work for which they are employed;
- The individual has not been responsible for, been privy to, contributed to or facilitated any serious misconduct or mismanagement (whether lawful or not) in the course of carrying on a regulated activity or providing a service elsewhere which, if provided in England, would be a regulated activity; and:
- Whether the person has been convicted in the UK of any offence or been convicted elsewhere of any offence which if committed in any part of the UK would constitute an offence; and
- Whether a person has been erased, removed, or struck off a register maintained by a regulator of a health or social work professional body.

## DBS costs (for relevant roles)

For roles that are subject to a DBS, our Trust policy requires that the cost of submitting & processing the successful applicant/DBS application be recovered via salary deduction following commencement in role.

The amount will be deducted from your salary in the first 3 months of employment. It's important to be aware that if you wish to withdraw from a conditional offer of employment from us once a DBS has been commenced you will be still liable for payment.

## Personal Data

In line with GDPR, we ask that you do NOT send us any information that can identify children or any of your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, data concerning health or sex life and sexual orientation, genetic and / or biometric data) in your CV and application documentation.

Following this notice, any inclusion of your Sensitive Personal Data in your CV/application documentation will be understood by us as your express consent to process this information going forward. Please also remember to not mention anyone's information or details (e.g., referees) who have not previously agreed to their inclusion.

# Contact Details

## Contact Us

In the first instance, please contact:  
Talent Attraction & Senior Acquisition Coordinator;

**Beth Houghton**

[Beth.Houghton@mft.nhs.uk](mailto:Beth.Houghton@mft.nhs.uk)



**NHS**

**Manchester University**  
NHS Foundation Trust

