



Jersey Hospice Care
your care, your choice, your time

JOB DESCRIPTION

Job Title:	Chief Executive
Reports to:	Council Chair
Hours:	37.5 Hours per week with flexibility to meet the needs of the role and the charity
Working Pattern:	Core Working Hours – 8am to 5pm, Monday to Friday
Contract Type:	Permanent

General

Jersey Hospice Care provides specialist palliative care to all those with a life-limiting condition. We are an independent charity operating within the community and the hospital, as well as through our In Patient Unit. All services benefit from a well-resourced multi-professional team with skills and expertise in palliative and end of life care. These services are provided at no cost to the patient or their family.

Job Location

The role is based at the main Hospice site, Mont Cochon St Helier, Jersey. The Chief Executive will work flexibly to meet the needs of the role, the charity, the patients and their families and our people.

Job Summary

The Chief Executive will lead Jersey Hospice Care, embracing the Vision, “That anyone with a life-limiting or life-threatening condition and those close to them, have equal access to the best palliative care support, when and where they need it” and the Mission “To transform and deliver outstanding palliative care for our community”.

The successful candidate will:

- Lead a high performing Executive Team, ensuring delivery of services across its clinical, fundraising and retail activities, public relations, palliative and end-of-life education in Hospice and the community and volunteer support.
- Ensure the effective, efficient and safe operation of the Hospice, meeting all clinical, statutory, financial, regulatory and legal requirements while delivering high quality care and services to patients and families.
- Inspire the team of dedicated employees and volunteers to maintain and develop the work of Hospice to achieve its vision and mission.

- Create an effective environment and culture to enable best practice, governance, relationships and professional development of its staff and volunteers to flourish.
- Propose the strategic direction of Jersey Hospice Care, working alongside the Council of Trustees.
- Build and maintain strong external relationships with the Government of Jersey, the Jersey Care Commissioner and other strategic partners both on and off island.
- Develop appropriate structures, implementing changes that execute the agreed strategy of Jersey Hospice Care and the Island’s end-of-life care strategy.
- Provide specific focus on income generation, nurturing and developing income sources through all possible channels, to ensure the long-term viability of the charity.
- Ensure that the strategy is delivered in accordance with governance arrangements, relevant legislation, strategy requirements and within an acceptable level of risk.

You will add value to Jersey Hospice Care by:

Leading the organisation with commitment and compassion to deliver excellence in palliative care service within the community, at hospice and in the hospital for all islanders of Jersey.

You will be responsible for driving the strategy forward, embedding the culture and values of Jersey Hospice Care, building relationships with key stakeholders and ensuring long-term financial security through income generation.

PERSON SPECIFICATION		
Chief Executive		
	Essential Criteria for selection	Desirable Criteria for selection
Qualifications and Training		<ul style="list-style-type: none"> • Qualification/degree in a relevant discipline.
Knowledge and Experience	<ul style="list-style-type: none"> • Proven experience as a Chief Executive or Senior Executive. • Experience of Commissioning/Lobbying Government Departments / Funding Partners. • Understanding and management of complex relationships and diverse stakeholder community. • Developing, planning and implementing successful strategies that promote the organisation’s vision and mission. • In-depth knowledge of corporate governance and working with a board of Trustees/equivalent. • Extensive public relations exposure and media management. • Experience of developing and nurturing new sources of income. • Proven experience of leading diverse teams, managing performance and driving a culture 	<ul style="list-style-type: none"> • Experience within a charitable organisation. • Understanding of healthcare and clinical excellence. • Understanding of Palliative Care

	<p>of service excellence.</p> <ul style="list-style-type: none"> • Proven commercial acumen and effective financial management of budgets and resources. 	
Technical abilities	<ul style="list-style-type: none"> • IT skills in Microsoft Office packages, including Word, Excel, PowerPoint and Outlook. • Teams experience in both communications and channels. 	
Personal attributes	<ul style="list-style-type: none"> • Ability to build relationships at all levels and with different stakeholder groups. • An entrepreneurial drive. • Excellent communication and public speaking skills. • Inspirational leadership. • Interest in personal development. • Ability to understand matters quickly and make informed decisions. • Ability to create confidence and build trust. • People and patients first approach. • Ability to work under pressure and meet deadlines. • Personal drive and energy. 	