



Job Description

Medical Director

FedBucks is a not-for-profit GP Federation of 45 GP practices covering a population of over 550,000 patients across Buckinghamshire. We began in 2016 and now employ around 300 members of staff at our head office site, and across our planned and unplanned care services.

As a GP Federation and Social Enterprise, we are proud to represent our member practices and to champion primary care by working with local general practice and system partners in the provision of community-based healthcare services. We are dedicated to providing safe and compassionate care to our patients across our range of planned and unplanned healthcare services in Buckinghamshire and believe in continuous commitment to quality service delivery and positive patient outcomes.

Patients are at the heart of everything we do, and we pride ourselves in our purpose in enabling excellent patient care and supporting general practice.



TOGETHER WE ARE STRONGER

OUR PURPOSE

Enabling excellent patient care and supporting general practice.

OUR MISSION

To develop health and wellbeing services with the needs of patients and practices at its core, that complement and build on our current services that deliver tangible benefit to our residents, members and local healthcare community.

OUR VALUES



CARING



INTEGRITY



RESPECT



COLLABORATION



LISTENING



EXCELLENCE



Job Title:	Medical Director
Hours:	37.5 hrs – including one clinical shift Flexible work pattern & contributing to the on-call rota as part of the wider leadership team responsibilities.
Location:	Your primary place of work will be at FedBucks' locations across Buckinghamshire and discretionary non-contractual remote working arrangements, where agreed, to support service delivery and work-life balance. Any remote working arrangement is at the Company's discretion, is non-contractual, and may be amended or withdrawn at any time. The Company reserves the right to require you to work from any of its premises or other reasonable locations to meet business needs and will provide reasonable written notice of any permanent change to your principal workplace.
Reporting to:	Chief Executive Officer

Job Summary

This is an outstanding opportunity for an experienced and ambitious clinical leader to join FedBucks at a pivotal stage in its development.

As Medical Director and a member of the Executive Leadership Team, you will shape the future of primary, urgent and community healthcare across Buckinghamshire, influencing care delivery for more than 550,000 residents.

FedBucks has established itself as a trusted system partner, delivering a broad range of urgent care, intermediate care and primary care support services whilst championing innovation, integration and service transformation. With significant opportunities to expand services, support neighbourhood health development and influence emerging provider models, this role offers the chance to combine executive leadership, clinical excellence and system-wide impact.

You will provide visible and inspirational leadership to our multidisciplinary clinical workforce, fostering a culture of continuous improvement, openness, learning and high performance. Working closely with member practices, Primary Care Networks, the Integrated Care Board and wider health and care partners, you will help shape the future direction of local services and support the delivery of high-quality, safe and compassionate care.

The Medical Director will provide executive clinical leadership across FedBucks' diverse portfolio of services, including Out of Hours services, Urgent Treatment Centres, the Clinical Assessment Service, the Virtual Care Hub, intermediate care services, community wellbeing programmes and services supporting Primary Care Networks across Buckinghamshire.

This is a unique opportunity to influence healthcare delivery at scale while helping to create sustainable models of care that improve population health, reduce health inequalities and strengthen primary care for the future.



Key Responsibilities

The Medical Director will provide visible, credible and responsive clinical leadership across FedBucks, supporting the delivery of safe, effective and compassionate care across all services.

The postholder will:

Executive and Strategic Leadership

- Work as a member of the Executive Leadership Team to develop and deliver the organisation's strategic priorities and objectives.
- Lead through values, promoting a culture of compassion, collaboration, innovation, continuous improvement and patient-centred care.
- Provide executive clinical leadership across all FedBucks' services and programmes.
- Hold overall responsibility and accountability for the clinical safety, effectiveness and governance of all FedBucks services, together with professional leadership of the clinical workforce.
- Champion greater integration between primary, community, mental health and secondary care services to improve outcomes for the population of Buckinghamshire.
- Lead on clinical quality, patient safety, governance and service performance, ensuring excellent patient outcomes and high standards of care.
- Act as a senior clinical ambassador for FedBucks, representing the organisation within Buckinghamshire, across the Integrated Care System and with regional and national partners.
- Attend Board meetings and provide expert clinical advice to the Board and Executive Team.
- Ensure the Board receives timely information regarding clinical performance, quality indicators, risks, emerging opportunities and service developments.
- Lead the organisation's approach to clinical risk management, ensuring robust identification, monitoring, mitigation and reporting of risks.
- Collaborate with system partners to anticipate future demand, develop sustainable service models and support population health improvement.
- Work with executive colleagues to support service development, organisational growth and innovation, ensuring services remain clinically safe, financially sustainable and responsive to local need.

Clinical Leadership and Workforce

- Provide professional leadership and oversight for FedBucks' multidisciplinary clinical workforce.
- Promote excellence in clinical practice, professional development, leadership and innovation.
- Collaborate with the Senior People Manager to ensure effective clinical workforce planning, recruitment, retention, engagement and succession planning.
- Support appraisal, performance management, supervision, education and continuing professional development.
- Ensure safe and effective clinical workforce deployment arrangements are in place across all services.
- Maintain an active and visible presence within clinical services, supporting engagement with frontline teams and understanding operational challenges.



Service Development and System Leadership

- Lead the clinical development and implementation of innovative models of care across Buckinghamshire.
- Support the continued growth and expansion of urgent care, intermediate care and community-based specialist services.
- Provide clinical leadership for service redesign, mobilisation and transformation programmes.
- Support the development of neighbourhood health models, integrated community services and emerging provider arrangements.
- Work closely with member practices, Primary Care Networks and system partners to strengthen primary care resilience and sustainability.
- Support FedBucks' strategic role in representing primary care and influencing system-wide service redesign.
- Ensure all service developments are underpinned by robust clinical governance, workforce sustainability and measurable improvements in patient outcomes.

Statutory and Professional Responsibilities

The Medical Director will:

- Subject to organisational requirements, undertake the role of CQC Nominated Individual, providing executive leadership and assurance in relation to regulatory compliance, statutory registration requirements and relationships with the Care Quality Commission.
- Undertake such statutory, regulatory, professional and Board Assurance roles as may be required, including acting as the organisation's Safeguarding Lead, Clinical Safety Officer, Controlled Drugs Accountable Officer, Caldicott Guardian, Home Office Accountable Officer, Mental Capacity and Liberty Protection.
- Support delivery of the organisation's Patient Participation and Patient Experience Strategy.

Quality, Compliance and Governance

The Medical Director will provide executive leadership for clinical governance, patient safety and quality improvement across the organisation.

The postholder will:

- Foster a culture of openness, transparency, learning and psychological safety.
- Ensure services consistently demonstrate the characteristics of being Safe, Effective, Caring, Responsive and Well-Led.
- Lead the implementation and continuous development of the organisation's Clinical Governance and Quality Improvement Framework.
- Lead the organisation's Patient Safety Incident Response Framework (PSIRF), ensuring systems are in place for compassionate engagement, learning responses and patient safety investigations.
- Develop and oversee clinical quality strategies, policies and procedures in line with best practice, regulatory requirements and organisational objectives.
- Lead the organisation's Quality Improvement Strategy, utilising audit, outcome measures, patient feedback and evidence-based practice to drive measurable improvements.
- Oversee the investigation and management of serious incidents, complaints, patient safety events and external clinical enquiries.
- Ensure learning from incidents and complaints is embedded across the organisation.



- Provide executive oversight of infection prevention and control arrangements.
- Chair or contribute to relevant governance, quality and patient safety committees.
- Represent FedBucks at local, regional and national governance forums.
- Ensure compliance with Information Governance, Data Protection and confidentiality requirements.
- Maintain awareness of national NHS policy, clinical standards, regulatory developments and emerging models of care.
- Ensure systems and processes are in place to deliver contractual requirements, national standards and local performance targets.
- Utilise clinical quality and performance information to provide assurance, identify risks and drive improvement across services.
- Ensure safeguarding, training, health and safety and information governance standards are maintained across all services.
- Work in accordance with the relevant professional code of conduct and standards of practice.

Financial Responsibilities

The Medical Director will contribute to the financial sustainability and long-term success of the organisation.

The postholder will:

- Hold budgetary responsibility for designated clinical budgets.
- Work with executive colleagues to ensure services deliver high-quality care within agreed financial frameworks.
- Support service optimisation through effective workforce planning, clinical productivity and innovation.
- Contribute to business cases, service development proposals and commissioning discussions.
- Ensure resources are utilised effectively to deliver maximum value and patient benefit.

Clinical Practice

The Medical Director is expected to maintain active clinical practice, undertaking a minimum of 52 clinical sessions per annum (equivalent to approximately one programmed activity per week averaged across the year). This will ensure continued clinical credibility, visibility and engagement with frontline services.

Additional clinical sessions may be undertaken subject to service requirements and will be remunerated in accordance with applicable rota arrangements.

Miscellaneous

- There may be occasions when the postholder is required to work on specific projects or at other FedBucks' locations in line with organisational needs.
- The duties and responsibilities outlined above are not intended to be exhaustive and may change over time to reflect the evolving needs of the organisation, the Buckinghamshire health and care system and the wider NHS.

Overall Purpose of the Role

The Medical Director will be a visible and influential clinical leader across Buckinghamshire, helping to shape the future of primary, urgent, community and neighbourhood-based care through collaboration, innovation, quality improvement and system leadership. This is an opportunity to influence healthcare delivery at scale whilst improving outcomes for more than 550,000 residents across Buckinghamshire.

Person Specification

Education / Qualifications

Essential

- Medical practitioner with current GMC registration and licence to practise.
- Inclusion on the GMC Specialist Register, GP Register, or within six months of entry at the time of appointment.
- Evidence of successful appraisal and revalidation.
- Evidence of ongoing continuing professional development (CPD).

Desirable

- Management or leadership qualification (e.g. MBA, MSc, PGCert, NHS Leadership Academy programmes).
- Training in Quality Improvement, Patient Safety, Clinical Leadership or Health Service Management.
- Qualification or recognised training in coaching, mentoring or leadership development.

Experience

Essential

- Significant senior clinical leadership experience within the NHS.
- Experience of operating at senior management, executive or Board level.
- Experience of leading multidisciplinary clinical teams and services.
- Experience of developing and implementing clinical strategy.
- Demonstrable experience of delivering service transformation and quality improvement programmes that have resulted in measurable benefits for patients.
- Experience of clinical governance, patient safety, risk management and regulatory compliance.
- Experience of incident investigation, complaints management and clinical audit.
- Experience of workforce development, clinical supervision and professional leadership.
- Experience of working collaboratively with clinicians, managers, commissioners and partner organisations.
- Experience of influencing and working across organisational boundaries within integrated care systems.
- Experience of service planning, demand and capacity management, and performance improvement.
- Experience of operating within financial and resource constraints and contributing to financially sustainable service models.
- Experience of working within primary care, urgent care or community healthcare services.
- Understanding of current NHS policy and strategic direction, including neighbourhood health, integration, population health management and health inequalities.

Desirable

- Previous Medical Director, Associate Medical Director, Clinical Director or equivalent senior leadership experience.
- Experience of working with Primary Care Networks and general practice at scale.
- Experience of NHS 111, Integrated Urgent Care, Urgent Treatment Centres or Out of Hours services.
- Experience of community-based specialist services and intermediate care pathways.
- Experience of working with Integrated Care Boards and provider collaboratives.
- Experience of leading business development, bid development or service mobilisation.
- Experience of supporting organisational growth and diversification.
- Experience as a CQC Nominated Individual, Clinical Safety Officer, Safeguarding Lead or Controlled Drugs Accountable Officer.



Knowledge

Essential

- Strong understanding of NHS structures, policy, commissioning and provider arrangements.
- Understanding of clinical governance frameworks and quality improvement methodologies.
- Understanding of CQC regulatory requirements and quality standards.
- Understanding of patient safety principles and risk management processes.
- Understanding of workforce planning and clinical workforce challenges.
- Understanding of information governance, data protection and clinical safety requirements.
- Knowledge of population health management, prevention and reducing health inequalities.
- Knowledge of integrated care and neighbourhood-based models of care.

Desirable

- Knowledge of emerging provider models, alliance contracting and neighbourhood health programmes.
- Knowledge of digital transformation, virtual care and technology-enabled care pathways.

Skills

Essential

- Excellent leadership and people management skills.
- Ability to develop and communicate a clear clinical vision.
- Strong strategic thinking with the ability to translate strategy into delivery.
- Excellent communication, influencing and negotiation skills.
- Ability to build effective relationships with Board members, clinicians, commissioners and external stakeholders.
- Ability to lead organisational change and service transformation.
- Strong analytical and problem-solving abilities.
- Ability to interpret and utilise data to drive performance and quality improvement.
- Sound understanding of governance, risk management and financial stewardship.
- Ability to make complex decisions under pressure.
- Ability to work autonomously whilst fostering collaboration across teams and organisations.

Desirable

- Media, public speaking and presentation skills.
- Facilitation and coaching skills.
- Experience of leading through organisational growth and system change.



GENERAL

Confidentiality

In the course of your employment, you will have access to confidential information relating to FedBucks' business. You are required to exercise due consideration in the way you use such information and should not act in any way, which might be prejudicial to the FedBucks' interests.

Information which may be included in the category which requires extra consideration covers both access and to the general business of FedBucks and information regarding individuals. If you are in any doubt regarding the use of information in the pursuit of your duties, you should seek advice from your manager before communicating such information to any third party.

Data Protection

FedBucks processes personal data in accordance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018. You must not at any time access, use, process, or disclose personal data obtained in the course of your employment except where such processing is lawful, necessary for the performance of your duties, and in accordance with FedBucks' policies and procedures.

If you are in any doubt as to the appropriate handling, use, or disclosure of personal data, you must seek advice from the Data Protection Officer (DPO) before taking any action.

Safeguarding

FedBucks is committed to safeguarding and promoting the welfare of children, young people, and vulnerable adults. All staff are expected to share this commitment and to uphold the organisation's safeguarding policies and procedures at all times.

Equal Opportunities

To work in accordance with the Company's policies to eliminate unlawful discrimination and promote equality and diversity in the workplace. To positively always promote equality of opportunity in service delivery and employment in accordance with Company policies, regardless of age, disability, race, nationality, ethnic or national origin, gender, religion, belief, sexual orientation or domestic circumstances.

Health & Safety

Employees must be aware of the responsibility placed on them under the Health and Safety at Work Act (1974) to maintain a healthy and safe working environment for both staff and visitors. Employees also have a duty to observe obligation under FedBucks and departmental Health and Safety policies, and to maintain awareness of safe practices and assessment of risk.

Financial Regulations

All colleagues are responsible for security of the property of the FedBucks, avoiding loss or damage of property, and being economical and efficient in the use of resources. Staff should conform with the requirements of the standing Orders, Standing Financial Instructions and other financial procedures including the Code of Conduct and Accountability and the Fraud and Corruption Policy and ensuring that financial conflicts of interests are managed appropriately.

Disclosure and Barring Service Check

FedBucks is committed to safeguarding patients, staff, and the public. DBS checks are carried out where legally required or permitted, based on the specific duties and responsibilities of each role.

The level of DBS check applied for will be determined by the nature of the role, including whether it involves regulated activity, patient contact, or access to vulnerable groups, in accordance with DBS eligibility legislation and guidance.

Where a DBS check is required, continued employment may be conditional upon a satisfactory outcome.