



## THE ROYAL COLLEGE OF NURSING OF THE UNITED KINGDOM

### JOB DESCRIPTION FORM

**Job Title:** Regional Director  
**Department** England  
**Reports to:** Director, RCN England

**Key Relationships:**

Regional Directors  
Regional Board Members  
Nursing leaders in the region  
England Management team members

**Hours:** 35 hours per week (the post holder will be required to work flexibly and in accordance with the job)

**Grade:** C

**Location:** North-West Bolton, with hybrid working

**Job Purpose:**

To be the leading ambassador for the RCN and voice for nursing in the nursing and health community in the region providing inclusive leadership and direction to the development and co-ordination of RCN services regionally

### KEY RESPONSIBILITIES

#### 1. Management responsibilities

- 1.1 To manage and develop regional staff, helping them to achieve RCN priorities within available resources.
- 1.2 To support and develop the activities of the RCN in the designated regions.
- 1.3 To collaborate with England Management Team colleagues and liaise with the Director RCN England to review ways of working and develop staff, ensuring that staff training and development opportunities budgets are used as effectively as possible.

- 1.4 Role model RCN values of equity in your leadership and management of the regional team and challenge behaviour that falls short of these.
- 1.5 Ensure that all regional staff receive ongoing development and performance support using business processes.
- 1.6 Overall responsibility for staff health, safety and wellbeing.
- 1.7 To manage and develop regional staff, leading them in reviewing ways of working and developing RCN priorities within available resources.
- 1.8 Participate as a member of the England Management Team and contribute effectively to the corporate management of the RCN as needed on a variety of issues.
- 1.9 Lead projects for England and represent England on other organisational workstreams working with colleagues from across the UK and in central functions

## **2. Specific role responsibilities**

- 2.1 To take the lead on issues affecting nursing and nurses within the regions, including working with NHS England and other NHS agencies, the regional government structures and other public bodies, universities and other education and research institutions and employers of nurses in the independent and other sectors.
- 2.2 To support and develop the activities of the RCN in the regions, through the delivery of the secretariat to the designated regional Boards, and through providing leadership to the substantial voluntary groups, for example; forum members, stewards, health and safety representatives and learning representatives.
- 2.3 Be responsible for the recruitment and retention of members to the RCN regions and for assessing regularly the services needed and demanded by the membership.
- 2.4 Be responsible for driving the RCN's work on equality, diversity and inclusion in the region.
- 2.5 Be responsible for the services provided, including case work, for the membership to meet their professional needs and to advance their social and economic interests, both collectively and individually.
- 2.6 Ensure the necessary support is provided to branches, regional networks, stewards, safety representatives and learning representatives to meet membership needs in the region, including promoting activism within the membership.

- 2.7 Promote activities designed to advance nursing and to represent professional nursing opinion in the regions, ensuring that such issues are studied and that the views of the RCN are presented to the appropriate bodies.
- 2.8 Represent the RCN on appropriate local, regional and national bodies as required.
- 2.9 Be a key spokesperson for the RCN on all matters relevant to the roles of the RCN in the regions.
- 2.10 Liaise with other members of staff as appropriate with reference to the devolution agenda within the RCN.
- 2.11 Be responsible for monitoring and analysing developments in nursing and wider health matters in the regions.
- 2.12 Work closely with the NHS bodies and other employers/ prospective employers of nurses to ensure that the views of the RCN are heard and to influence policies and actions for the benefit of nursing and the people of the regions.
- 2.13 Be responsible for encouraging the regional government, overview and scrutiny committees and other relevant bodies to address the wider factors affecting healthcare provision and the health of people in the regions.
- 2.14 Work with the regional communications manager and relevant HQ teams to influence the work of local and national politicians, including Members of Parliament, on matters affecting nursing and health in the region.
- 2.15 In conjunction with other relevant members of staff, be responsible for influencing universities and other education and research institutions by communicating the policies and views of the RCN on the education of nurses and the development of the profession.
- 2.16 In conjunction with the other staff and RCN members, participate in or leads project work to draft policy and strategy for consideration by members and staff.
- 2.17 Undertake complex case management.

### **3. Financial responsibilities**

- 3.1 Be responsible for managing the regions budget and resources.

### **4. Additional responsibilities**

- 4.1 Treat colleagues, members, customers and others with respect in line with our values and Our Respect Charter.
- 4.2 Champion equality, diversity, inclusion and human rights and be responsible for contributing to achieving the commitments set out in the RCN Group Equality, diversity and inclusion statement.
- 4.3 Comply with the RCN Data Protection Policy, Retention Schedule and department procedures to ensure personal data is protected at all times.
- 4.4 Maximise all opportunities available to encourage member recruitment and promote the benefits of joining the RCN. Promote the RCN as the organisation that represents nurses and nursing, and that promotes excellent in practice and shapes health policies.
- 4.5 Undertake any other duties as requested in line with the job role.

This job description, although covering the main responsibilities of the post, is not exhaustive and may be altered from time to time.

July 2024