

## Job Description

<b>Job Title:</b>	Head of Policy (Primary and Community services)
<b>Reports To:</b>	Director of Policy and Delivery
<b>Location:</b>	London
<b>Salary range:</b>	£50,000 FTE (prorated four days a week)

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### Purpose

The Head of Policy (Primary and Community services) is a senior role within the IHPN team, reporting to the Director of Policy and Delivery. The Head of Policy will have responsibility for developing and delivering a compelling programme of policy work for IHPN members focusing particularly on the delivery of primary and community services. This programme will be aimed at successfully influencing the external environment, and ensuring that IHPN members are able to maximise opportunities to deliver high quality services.

IHPN members work within a sector in which the public policy framework is very important, especially in terms of the delivery of NHS services. The Head of Policy will work closely with the Director of Policy to identify key priorities for members delivering primary and community services and translate them into programmes of work. This may include commissioning structures and frameworks, national reform in primary care, and the development of data and information to demonstrate service quality.

The challenge posed by covid19 and the associated health system recovery mean that the Head of Policy will play a key role in identifying and interpreting key changes to the operating environment for members and responding with appropriate member services.

The Head of Policy will develop relationships at senior level with IHPN members in primary and community services and will work to ensure that they have high levels of satisfaction with their IHPN membership. The Head of Policy will also develop professional networks with key stakeholders including senior representatives at NHS England, the Department of Health and Social Care, key health think tanks and others as appropriate.

In collaboration with the Director of Policy and Delivery, the Head of Policy will also contribute to the broader IHPN policy offer to members including in the hospital sector.

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## Nature and scope

IHPN is the membership network for independent healthcare providers. We play a leading role in the sector by bringing independent providers together, representing their interests, and supporting them to deliver great care to patients.

Our vision is for a thriving independent healthcare sector delivering great care to NHS and private patients

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## Accountabilities

- Develop a set of business plan policy objectives for IHPN's primary and community sector members and take responsibility for delivery.
- Keep abreast of policy developments of relevance to IHPN's primary and community care members and ensure that these are shared with members as appropriate.
- Develop an active influencing programme for IHPN's primary and community care members including with government, regulators and national NHS bodies.
- Lead IHPN's sector groups for Primary and Community and Pathway Partners including setting agendas, securing external speakers, and ensuring that they deliver good value for members.
- Identify opportunities for policy events and roundtables to bring members together and to influence the external agenda.
- Working with IHPN's data adviser, develop data and insight for IHPN primary and community care members, drawn from external sources or members' directly, and influence the external data and information agenda as it relates to this part of the market.
- Working with the Director of Policy build senior level connections with all primary and community care members and look for opportunities to grow the number of members from this part of the market.
- Act as an external ambassador for IHPN with other members including by developing relationships with senior decision makers in the NHS and broader sector.
- Continually improve knowledge and understanding of the sector.
- Commission and manage external contractors as appropriate and in line with IHPN's business plan and budget.
- Identify opportunities for member growth and other commercial activities.
- Contribute to other aspects of IHPN's work (such as leading our annual Industry Barometer) as a senior member of the policy team.