

# Role Description



Job Title: Optical Lead

Hours: As agreed, anticipated 8 days per month, delivered flexibly

Reporting to: Clinical Director

You will have leadership abilities, be able to engage a range of stakeholders and develop productive and collaborative partnerships with a range of organisations and individuals. You will have a sound knowledge of, and be passionate about, the work of Local Optical Committees (LOCs) and be able to provide effective support to enable LOCs to fulfil their functions.

You will have a strong working knowledge of commissioning, extended primary care services, the wider NHS and public health. You will be able to demonstrate that you have continued to develop your skills and knowledge and be able to balance the demands of this role with other commitments.

## Role Purpose:

- To provide effective support to the LOCs.
- Facilitate LOC collaboration and shared purpose at system, regional and national levels.
- To work alongside LOCs to promote LOCSU pathways and identify opportunities for primary care Optometry.
- To support LOCs in service development discussions / negotiations with commissioners.
- To support LOCs to build effective working relationships across the local health system and to raise the profile of the LOC(s) across all NHS stakeholders.
- Support the continued development of LOC members through LOCSU's training programme.
- To be the conduit between the LOC, LOCSU and wider NHS and non-NHS stakeholders.
- To contribute to LOCSU's national projects if required.

## Responsible for:

Providing leadership and support to LOCs, in addition to:

- Preparing local and regional proposals for the development and promotion of eye care services based on LOCSU resources and local / regional needs.
- Be involved in the preparation of national proposals, in conjunction with LOCSU leadership team, for the development and promotion of eye care services based on LOCSU resources and national needs.

- Facilitate regular LOC Needs Analysis to identify individual LOC support needs from LOCSU and to help with the building of their LOC development plan.
- Support the development of case studies showcasing the work of LOCs
- Supporting LOCs to develop collaborative working models where appropriate.
- Meeting with commissioners to present proposals along with the LOC. In association, following up with commissioners until business case is approved.
- Assisting the LOCs with establishing provider organisations as required on a local, regional and national basis.
- Liaising with LOCs and associated provider companies on any necessary training for practitioners.
- Support LOCs and associated provider companies in the introduction of integrated IT to manage services.
- Support LOCs to build relationships with NHS organisations, including ICS Eyecare Groups / Regional Eyecare Boards, ICSs, ICBs, PCNs, LEHNs etc to promote community optics at local level.
- Assist in the collection and collation of data to provide an up-to-date, detailed national picture of community services activity and performance of established services.
- Facilitate LOC Forums and LOC collaboration and shared purpose at system-level.

<b>PERSON SPECIFICATION</b>			
		<b>Essential / Desirable</b>	<b>Method of Assessment</b>
<b>Education and Training</b>	Evidence of continuing professional development	E	Letter / interview
<b>Knowledge and Experience</b>	Good understanding of the optical sector	E	Letter / interview
	Understand how to develop business cases for commissioners	E	
	Evidence of negotiating and influencing a wide range of stakeholders	E	
	Evidence of working effectively remotely and managing time, workload and changing priorities	D	
<b>Skills and Abilities</b>	Highly developed communication skills including the ability to influence a range of stakeholders	E	Letter / interview
	The ability to build effective relationships with people at all levels	E	
	Strong negotiation skills	E	
	The ability to respond to changes of work priorities and demands	E	
	High capacity for detail and the ability to absorb a variety of information quickly	E	
	Ability to use all Microsoft packages	E	
<b>Specific Aptitudes and Abilities</b>	Ability to be proactive and think creatively	E	Letter / interview
	Able to operate at a consistently high level	E	
<b>Other</b>	Willingness to travel and work out of office hours, as required	E	Letter / interview
	Full driving licence required	E	
	Act in ways that support equality and promote diversity	E	