ROLE DESCRIPTION – NICE FELLOW

The National Institute for Health and Care Excellence (NICE) is the independent organisation responsible for providing national guidance and advice on promoting high quality health, public health and social care.

The main objective of the current NICE fellows programme is to build a network of influential professionals knowledgeable about NICE, who will drive up the quality of care delivered in health and social care, and encourage the implementation of evidence-based, cost effective recommendations into practice.

# Fellows Responsibilities

## Ambassadorial role

* Increase own knowledge of NICE’s guidance, quality standards and related products, and NICE development processes.
* Attend relevant NICE committee meetings.
* Learn and understand about NICE, its methods of developing guidance and quality standards, and implementation science.
* Support networking across fellows by leading discussion groups and utilising networking time in NICE-led activities.
* Influence own networks to raise awareness of NICE, its products and how to implement them.
* Publicise NICE, the role of fellows and act as an advocate for NICE’s work.
* Develop confidence to represent and discuss NICE working externally.
* Build a working relationship with the NICE field team and NICE Associates in your geographical area.

## Engagement with the system

* Support NICE in the implementation of its guidance and quality standards.
* Contribute to a network of like-minded, influential individuals from a range of disciplines.
* Develop a working relationship with your NICE adviser, who provides expert support, and acts as a key link between each fellow and NICE.

## Other

* Agree and deliver fellowship objectives each year.
* Attend NICE workshops.
* Have respect for every individual, treating everyone with dignity, courtesy, fairness and consideration, and welcoming and accepting differences between people.
* All NICE fellows have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. Fellows are required to co-operate with management to enable NICE to meet its own legal duties.

Respect the confidentiality of all information they have access to including personal data.

# Person Specification – NICE fellow

Essential criteria (method of assessment)

## Knowledge and skills

* Must have a significant network including senior influential people in the health, public health or social care sectors (application form & interview).
* Able to influence across a network (application form & interview).
* Receptive to learning and adding to existing knowledge (interview).
* Contribute own knowledge and skills to workshops and conversations for others to learn from (interview).

## Experience

* Experience of working in health, public health or social care fields, which may be directly, or with academic institutions, arm’s length bodies or the voluntary sector (application form & interview).
* Involved with NICE directly or via local networks (application form).
* Currently working at director, associate director, head of service or equivalent level in health, social care or public health related areas (application form).

## Other

* Be resident in England, Wales, Scotland or Northern Ireland (application form).