



Mary Seacole Programme

# Leadership for community pharmacy

Applicant guide 2019-20





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# Introduction

The NHS Leadership Academy, is working in collaboration with the Centre for Pharmacy Postgraduate Education (CPPE), to offer the Mary Seacole leadership development programme to pharmacists and pharmacy technicians working in community pharmacy.

Designed to develop clinical leadership and management skills, the flagship programme supports healthcare professionals within the NHS to drive quality services and really make a difference to the health of the patients.

The Mary Seacole programme is funded via the Pharmacy Integration Fund (PhIF) for community pharmacists. The programme offers applicants a great opportunity to take the next step in building on previous leadership training that may have been done through the Healthy Living Pharmacy Initiative. Whether you are new to post or have been qualified for years, this programme is for you if you are in a formal leadership role.

## What are the benefits of the programme?

In the changing healthcare environment, there is a vision for community pharmacy to become more integrated into the wider healthcare team with a key role in medicines optimisation. The idea of 'something has changed - and what does this mean?' runs throughout and the programme will actively encourage you to consider what that change means for you, and how you can navigate through change to emerge as a key leader in your local health system.

Working through the programme will increase your self-awareness of the direct impact of your behavior and interaction on colleagues in the NHS and your patients. It will help you recognise your own personal value to the healthcare of people and embed behaviours that improve the patient experience. Working as a team is now more important than ever before and you will learn how to enable others to be the best they can be in the workplace, and consider how to lead beyond organisational boundaries.



### **Working through this programme will:**

- Maximise your clinical leadership skills to help you recognise your own personal value to healthcare and begin to embed leadership behaviours to give your patients the best experience of healthcare in your pharmacy
- Enable you and your team to place patient care at the centre of everything you do
- Promote a level of professional autonomy and leadership within the profession to proactively engage in change and maximise new business opportunities
- Support you in developing influencing skills to identify and maximise new opportunities to benefit the health of your patients
- Increase your self-awareness and awareness of colleagues, to facilitate more effective teamwork and integration into the wider healthcare team
- Equip you with the practical tools to lead service improvement in your pharmacy
- Help you lead a diverse team and enable the team to work more efficiently and effectively by maximising the available skillset and delegating appropriately
- Support the integration of community pharmacy into the NHS, through collaborative working
- Equip you with the skills and knowledge to lead change beyond your place of work, influencing the wider health system



# Programme overview

The Mary Seacole programme is a six-month long leadership development programme with cohorts in Leeds, London and Birmingham.

The programme will prepare you for the demands of leadership in the healthcare system today – and into the future. It will give you the theoretical knowledge and practical understanding needed to deliver inspiring leadership. During the programme, you'll cover eight units of study on leadership fundamentals along with four further units that relate to core management skills.

The learning methods are a cutting-edge blend to keep you inspired and motivated via a flexible state-of-the-art virtual campus and face-to-face development. At the end you'll emerge from the programme with the professional skills to thrive in your leadership role, ready to play your part in working towards a more integrated NHS.

*“The programme gave me a greater understanding of my team, how I work as a leader and how I can best utilise my skills.*”

*It enabled me to give greater feedback and improve the way I listen and interact with individuals - both patients and colleagues. I've gained insight into what I do every day and I can step back and reflect.”*

**Mary Oaiya, Pharmacist, July 2018**



# Who's the programme for?

Applications for this programme are open to community pharmacists and pharmacy technicians working in community pharmacy for at least 40% of their working week.

Fully-funded via the Pharmacy Integration Fund (PhIF), the programme offers you a great opportunity to take the next step in building on previous leadership training you may have done through the Healthy Living Pharmacy Initiative. It is also suitable for those embarking on leadership training for the first time.

# Programme dates

The programme is six months in duration with 12 units of study. The programme commences when you are given access to the Virtual Campus. Units are organised into two-week study blocks to enable you to schedule your online learning accordingly.

The first face-to-face workshop is held four weeks after the programme officially starts and there are eight weeks between each subsequent workshop. You will have six weeks following the final workshop to complete all work, both in terms of online content and discussions which you have completed, and submit your written assignment.

# Programme timeline

<b>Workshop 1</b>	4 weeks later (Please note: the programme begins when access is given to the Virtual Campus prior to Workshop 1)
<b>Workshop 2</b>	8 weeks after workshop 1
<b>Workshop 3</b>	8 weeks after workshop 2
<b>Programme end</b>	6 weeks after workshop 3

Key dates for all cohorts which are currently open for applications are available on the CPPE website [here](#).



# Learning and commitment

During the programme, you'll cover a total of 12 units which provide a blend of practical leadership and management skills.

The first 8 units cover leadership fundamentals and build on each other as the programme progresses, while units 9 to 12 relate to the core management skills of finance, HR, recruitment and selection, and appraisals and annual reviews.

## Learning methods

The programme has three core learning methods:

### Work-based learning

Work-based learning is an important part of how the learning methods are applied in practice. The method takes as its focus the work you're already doing and uses this as the basis for your learning. Much of your online learning will relate to your work place. It focuses your attention on what's practical and helps to lighten the study workload, as some of the learning is within your day-to-day job.

### Face-to-face learning: workshops

There are three one-day workshops during the six-months of the programme. The focus of these workshops will be on your personal and behavioural development in context; they take full advantage of face-to-face group work, experiential and simulation learning activities, and social networking opportunities.

Attendance at these workshops is mandatory. Please make sure you can attend all three workshops - we can't guarantee an alternative date if you're unable to attend one of the dates.

### Online learning (Virtual Campus)

The NHS Leadership Academy's Virtual Campus has been designed to feel like an inviting space; delivering what you need in an interactive learning environment.

It's where you'll find all the resources you'll need for your studies. It provides a range of different learning formats such as e-learning, simulation events, videos, surveys, electronic journals, books, discussion forums, and more.



### Attendance policy

Once you have submitted an application and been accepted on to a cohort of the Mary Seacole Leadership programme, it is expected that learners will commit to the entirety of the course, including the compulsory workshop days. Should a learner withdraw from the programme without agreed extenuating circumstances, they may not be eligible to partake in future initiatives provided by the Pharmacy Integration Fund. Furthermore, if a learner does not attend a workshop without extenuating circumstances, they or their employers will be liable to a cancellation charge. Refusal to pay this cancellation charge may result in the learner being denied access to CPPE learning programmes for a fixed period of time, as per the terms and conditions of the CPPE Cancellation policy, available on the CPPE website: [www.cppe.ac.uk/about-cppe/cancellation-policy](http://www.cppe.ac.uk/about-cppe/cancellation-policy)

### Award

Upon successful completion of the programme, including your online forum contributions and the submission of your 2,000 word reflexive assignment, you'll receive a **NHS Leadership Academy Award in Healthcare Leadership**.

### Cost

Places on the programme for community pharmacists are being fully-funded via the Pharmacy Integration Fund (PhIF).

Accommodation and travel not included.



# Application process

Before applying, speak to your line manager to get their support. They should agree to allow you time to participate in the three one-day workshops and provide the opportunity, space and support for you to bring your learning back to the workplace.

You may also choose to talk to your line manager about your learning and development experience and provide an update on your progress as the programme moves forward.

To access the programme cohorts and dates of workshops, please follow this [link](#).

## How to apply

To apply for the programme you'll need to access the form on our NHSx portal at: <https://nhsx.uk/>. The CPPE link in the above paragraph provides all the information you need including how to register for an NHSx account.

Once registered, you can then use these details to access your application as and when you need to.

To access the application form you navigate to it directly via: <https://nhsx.uk/programmes/mary-seacole-programme-national-community-pharmacy/submit/new>

You can save your form at any point and come back to it later by clicking 'Save for Later' in the green box at the bottom of the application form.

As part of the application form you'll need to select the location and dates you're applying for. Please ensure you select the cohort before submitting your application.



### Personal statement

A 500 word personal statement ( $\pm 10\%$ ) will be required to support your application. This should explain why you are interested in studying on the programme, your relevant experience and a clear argument for why you should have a place.

### Contact

To find out more, or if you have any questions, please email [SeacoleProgramme@leadershipacademy.nhs.uk](mailto:SeacoleProgramme@leadershipacademy.nhs.uk) or call 0113 322 5699.