



Perth & Kinross Health and Social Care Partnership

Chief Finance Officer Vacancy

Joint Appointment Arrangements

The Chief Officer has consulted the Chief Executives of Perth & Kinross Council and NHS Tayside on the job description and person specification in advance of advertising this post.

The salary grade for the post will depend on whether the successful candidate is employed by the Council or by NHS Tayside. The current NHS Grade is 8C. Within Perth & Kinross Council, the post is graded SM15.

An overview of the appointment process is given below:

The recruitment of Chief Finance Officer is a joint Perth & Kinross Council and NHS Tayside process.

The selection panel will consist of Chief Officer Perth & Kinross Health & Social Care Partnership, Director of Finance NHS Tayside and Head of Finance (Section 95 officer) Perth & Kinross Council. Jackie Bayne, Head of HR, NHS Tayside and Pauline Johnstone, Corporate HR Manager Perth and Kinross Council will be HR Advisers to the panel.

Both partner organisations have their own employment policies and procedures which must be considered in any recruitment and selection process.

The post of Chief Finance Officer is a permanent appointment. Given the seniority of the post, this type of vacancy will be advertised externally at the same time that it is advertised internally within the partner organisations. The vacancy will be advertised through MyJobScotland and the NHS Jobtrain, with the application process being administered through the NHS Tayside recruitment system.

The vacancy will also be promoted using social media – Facebook, Twitter and LinkedIn.

Applicants will be required to complete an online application which will ensure consistency in the type of information available to the selection panel when deciding who to invite to take part in the

appointment process. The process will be administered by the Recruitment Team within NHS Tayside in line with recent discussions on joint recruitment.

For a senior executive position, both NHS Tayside and Perth & Kinross Council have similar appointment processes which utilise a range of selection methods including panel interviews, presentations, personality and ability testing and references. Questions will be developed by the panel members in advance.

Therefore, the appointment process for the Chief Finance Officer is designed as follows:

- Assessment Centre, incorporating personality and ability tests
- Panel interview with the selection panel
- Presentation (to be delivered at the start of the interview)
- References – for the successful candidate

External consultants will be engaged by NHST to run the Assessment Centre. The consultant will provide feedback to the selection panel on each candidate's performance with reference to the person specification.

The successful candidate would be employed by either Perth & Kinross Council on local authority terms and conditions or by NHS Tayside, on NHS terms and conditions, depending on which organisation they come from. It should be noted that as the salary and terms and conditions package differ in each organisation, the candidates cannot select terms from each employer: they will be offered the whole package of terms and conditions from one.

14 October 2022