

Associate Consultant  
Select List  
Information Pack 2021



## ASSOCIATE CONSULTANTS

The HSC Leadership Centre has a select list of Associate Consultants who work on a range of management and organisational development projects.

The identification and selection of Associate Consultants facilitates the Leadership Centre and its clients in the following ways:

- Enhances the capacity of the Leadership Centre in areas where demand exceeds the capacity of the Centre to meet the needs of clients.
- Facilitates our client group by providing a select list of management and organisation development consultants already screened in terms of their ability to respond to HSC needs.

We wish to update our select list of Associate Consultants to ensure we are able to respond to the needs of our clients and the HSC.

Consultants wishing to be considered for the select list must complete an application form which is available at [www.leadership.hscni.net](http://www.leadership.hscni.net) and send their completed application to:

AssociateList@leadership.hscni.net, or post to:

Paula Taylor

Business and Operations Manager

HSC Leadership Centre

12 Hampton Manor Drive

Belfast

BT7 3EN

The closing date for receipt of applications is 4pm on Friday 26 November 2021.

**PLEASE NOTE: Associate Consultants cannot also be a current HSC employee.**

## APPLICATION FORM

The application form is criterion based and applicants may complete one or all of the criteria depending on the type and level of work they wish to be considered for.

Under each criterion only 200 words are required.



Applicants must demonstrate experience of working in the Health and Social Care environment.

The criteria are as follows.

1. Service improvement

Applicants must demonstrate a recent track record and expertise in service improvement methodology. Examples of projects undertaken including the level and complexity should be included.

2. Executive coaching

Applicants must demonstrate a proven track record and expertise in coaching at senior executive/senior manager level. Examples of coaching interventions and techniques should be included. Applicants should have had accredited training or recognition in this area.

3. Management/ Leadership and/or Organisation Development

Applicants must have a minimum 3 years' experience in designing and leading regional or national programmes or significant organisational development interventions. Experience of those in health/and or social care setting would be desirable. Details of programmes, including the level of staff and duration of the programme should be included in the application form.

4. Human Resource/ Personnel Management Expertise and Executive Recruitment

Applicants must demonstrate a proven track record in the design and delivery of assessment/development centres at senior manager level or above. Examples of a range of tools and techniques should be included. Applicants should have a CIPD qualification to work in this area.

5. Medical/Clinical Leadership and/or Professional Regulation

Applicants must demonstrate recent expertise of working at senior level in the area of medical or clinical leadership/and or professional regulation.

6. Specialist Expertise

Applicants must demonstrate knowledge and experience of undertaking complex assignments or projects in specific service areas. Experience in health and or social care would be desirable.

7. Fees

The fee for an assignment is £500 per day (inclusive of VAT) and this rate includes all necessary



expenses within Northern Ireland. The Leadership Centre reserves the right to negotiate fee rates for particular projects and those exceeding 5 days.

The Leadership Centre will not pay for flights or hotel accommodation, without prior agreement.

## SELECTION PROCESS

The Leadership Centre has used the services of Associate Consultants, where appropriate, since its inception in 1993

The criterion for placing an Associate Consultant on the select list is as follows:

Experience of Working within the HSC

- Must have extensive consultancy experience of working in a Health and/or Social Care environment. (Consultancy experience is defined as a lead role in Management Development or Organisational Development programmes or initiatives across organisations)

OR

- Have Senior Manager Experience within the HSC or an organisation within the wider public/voluntary/community sectors, operating at Director Level or equivalent.

Expert Knowledge, Experience and Competence

- The Associate has a proven track record in specific specialist areas of use to the HSC and there is evidence of added value to clients.

Please note an interview will be required as part of this process.

## LEADERSHIP CENTRE INFORMATION

Information about the HSC Leadership Centre can be found at:

[www.leadership.hscni.net](http://www.leadership.hscni.net)

If further information is required please contact the Leadership Centre. Paula O'Kelly, Assistant Head of Centre would be happy to give you more information, telephone 02890 644811 or email

[paula.okelly@leadership.hscni.net](mailto:paula.okelly@leadership.hscni.net)

