

The first aid charity for Wales



St John  
Ambulance  
Cymru



Chief Medical Officer  
Volunteer Role

<p><b>Role Purpose:</b></p>	<p>To ensure the highest standards of clinical governance, clinical policy and safety within St John Ambulance Cymru. Working as part of a multidisciplinary leadership team and to communicate effectively with a range of contacts from volunteer first aiders to senior clinicians.</p> <p>The Chief Medical Officer will work closely with the Director of Clinical Operations &amp; Education to ensure clinical policy and standards are converted into operational planning, practice and delivery in line with our Strategy 2025-30 “A Community of Lifesavers” and its priorities of improving the experience of our people, increasing our focus on community education, making sure our children and young people thrive and becoming more sustainable and inclusive.</p>
<p><b>Potential time commitment:</b></p>	<p>6-8 hours per week. Some evening and weekend commitments. This post is offered on a three-year term with the potential for a second term.</p>
<p><b>Location:</b></p>	<p>Priory House, Cardiff and remote. (other St John Ambulance Cymru premises can be considered).</p>
<p><b>Responsible to:</b></p>	<p>This volunteer role reports directly to the Director of Clinical Operations and Education and is a key member of the Executive Leadership Team (ELT). The ELT have shared accountability for the experience of our St John People (volunteers and employees) and for role modelling our culture, values and behaviours.</p> <p>As a Chief volunteer the post holder will also liaise with the Chief Commissioner on all matters of volunteering.</p>
<p><b>This role involves:</b></p>	<p><b>Key duties and responsibilities:</b></p> <p><u>People</u></p> <ul style="list-style-type: none"> <li>• Inspiring leaders across your directorate and the wider organisation to be the best they can be valuing feedback, challenge and development as essential.</li> <li>• Defining policy and standards to improve operational and clinical effectiveness.</li> <li>• Ensuring that our clinicians form a multi-disciplinary leadership team.</li> <li>• Leading, with our Director of Clinical Operations &amp; Education and Chief Commissioner (senior volunteer), to provide equity of experience to our clinical volunteers and casual workers.</li> <li>• Providing line management to the clinical triumvirate.</li> <li>• Role modelling our behaviours and values and holding others to account to do the same.</li> </ul> <p><u>Delivery</u></p> <ul style="list-style-type: none"> <li>• Leading our clinical quality and clinical policy work.</li> <li>• Providing advice to our “Serious Incident Group”, ensuring that we are operating safely and managing incidents well when they occur.</li> <li>• Reporting progress on clinical governance and audit matters via the Clinical Committee.</li> <li>• Acting as the “Accountable Person” for medicines including controlled drugs.</li> <li>• Shaping and delivering our clinical strategy, with the Director of Clinical Operations and Education.</li> </ul> <p><u>Executive Leadership Team (ELT)</u></p> <ul style="list-style-type: none"> <li>• Working with the Chief Executive, ELT and other key stakeholders to develop and deliver our strategy 2025-2030 “Wales as a Community of Lifesavers”.</li> </ul>

	<ul style="list-style-type: none"> <li>Along with the wider ELT relentlessly promoting inclusive practices, ensuring equal opportunities and inclusiveness across all our St John People and all areas of accountability.</li> <li>Demonstrating a commitment to inclusion and welcoming diversity, championing equality of treatment and opportunity.</li> <li>Performing any other duties commensurate with these responsibilities, the seniority of the post and skills and qualifications of the post-holder.</li> </ul> <p><i>This role description is intended as an outline indicator of general areas of activity and will be amended in light of the changing needs of St John Ambulance Cymru. It is expected that the post holder will be as positive and flexible as possible in this regard.</i></p>
<b>Training and Support:</b>	<ul style="list-style-type: none"> <li>SJA Cymru Volunteer Induction and Training</li> <li>SJAC Safeguarding Group B – APL of NHS training can be accepted.</li> </ul>
<b>Uniform:</b>	<ul style="list-style-type: none"> <li>This will be a non-uniformed role. Uniform may be worn when undertaking clinical duties.</li> </ul>
<b>What you will get from this role:</b>	<ul style="list-style-type: none"> <li>The satisfaction of defining and bringing to reality high quality, sector leading clinical standards for event medicine and first aid in Wales.</li> <li>A chance to be part of a respected organisation with a strong community presence.</li> <li>The opportunity to make a real difference to our volunteers and the communities we serve.</li> <li>The opportunity to meet new people and work as part of a supportive team.</li> <li>Reimbursement of out-of-pocket expenses in line with our policies.</li> </ul>

		Required		Required
<b>What you need for the role:</b>	Full Registration with the GMC	✓	Committed to delivering excellent experience for all.	✓
	Certificate of Completion of Training (CCT).	✓	“Can do” approach and commitment to succeed.	✓
	Current Enhanced DBS Certificate	✓	Ability to develop and deliver with a team at Executive and Directorate levels	✓
	Significant experience of leading services provided by both volunteers & employees	✓	Absolute commitment to role modelling our St John Ambulance Cymru values of Compassion, Quality, Inclusion and Integrity, and helping others do the same	✓
	Pre-Hospital/Event medicine experience	✓	Ability to work outside normal working hours when absolutely necessary	✓
	Demonstrable understanding of Clinical Governance frameworks and providing safe services.	✓	Demonstrable understanding of clinical audit	✓
	Able to influence through clear, informed and logical argument and discussion	✓	Significant experience of improving and transforming services	✓
	Experience of leading robust governance systems and providing assurance	✓		

<b>St John Ambulance Cymru Values:</b> We ask that all St John People uphold and model our Values	<p>We value <b>Compassion</b> - we are caring, unselfish and supportive</p> <p>We value <b>Quality</b> - we are reliably delivering the highest standards</p> <p>We value <b>Inclusion</b> - we are respectful, we welcome diversity and work locally, nationally and internationally</p> <p>We value <b>Integrity</b> - we are open, honest and trustworthy</p>
<b>Health, Safety and Welfare and Safeguarding:</b>	Adhere to the health and safety policies, procedures, and regulations of St John Ambulance Cymru, along with relevant statutory requirements. Prioritise the health, safety, and well-being of both St John Ambulance Cymru members and the public they interact with. Additionally, uphold St John Ambulance Cymru’s safeguarding duties and responsibilities by ensuring complete compliance with all safeguarding training, policies, and procedures.