



Health Innovation
Yorkshire & Humber

**Transforming Lives
Through Innovation**



**IRIS Innovation Support Manager
(Fixed term to December 2026)**

November 2024



HNY IRIS Innovation Support Manager Recruitment Pack

Including job description and person specification

If you want to make a difference in Yorkshire and the Humber – and beyond – you have come to the right place. We need determined and passionate people to work with us to deliver our wide range of programmes. We want people who look at our values and think...yes, that's just where I want to be!

We use our skills, knowledge, networks and relationships to understand the system and patient needs locally and regionally. We develop projects, programmes and initiatives that reflect the diversity of our local population and its healthcare challenges.

You will need to be adaptable, flexible and willing to embrace ambiguity. You will need excellent communication, report writing and relationship building skills, the ability to deliver at pace and expertise in programme and project management. You will be task and finish focused, bring with you a positive, professional mindset, a 'can-do' attitude, and the ability to work and communicate with our diverse set of stakeholders. We are looking for strong all-rounders who can deliver on our complex and fast-paced range of programmes.

You'll be joining a committed and high performing team that focuses on patient outcomes and supporting the people of Yorkshire and the Humber. We are committed to creating and sustaining a positive and inclusive working environment for all our employees to ensure our work and our workforce represents the communities we serve.

We are looking for an ambitious Innovation Support Manager to join our team on a fixed-term contract until December 2026. The successful applicant will support the Innovation, Research and Improvement System (IRIS) which sits at the heart of the Humber and North Yorkshire Integrated Care System (HNY ICS) to deliver a system wide programme for innovation for Humber and North Yorkshire health and care partners.

We are looking for an enthusiastic and passionate individual to support the emerging innovation programme at the HNY ICS, hosted by Health Innovation Yorkshire & Humber and sitting within Humber and North Yorkshire NHS Integrated Care Board (ICB) under the direction of the IRIS Innovation Business Partner. A core part of this role will be to build awareness of IRIS and Health Innovation Yorkshire & Humber and its activities amongst our key stakeholders and bring together people from





across HNY to support innovation, research and improvement to improve health and care in the region.

How to apply

Salary and terms of employment

This is a fixed-term, full-time role to December 2026, with a salary between **£46,418 to £52,809 per annum depending on experience**, plus a contributory pension scheme and other benefits including flexible and agile working.

More information

To find out more about us please visit healthinnovationyh.org.uk find us on Twitter [@HealthInnovYH](https://twitter.com/HealthInnovYH) and on [LinkedIn](https://www.linkedin.com/company/healthinnovationyh)

How to apply

If you are interested in the role and meet the requirements in the person specification, please apply by sending **a CV and a one page covering letter** explaining why the role interests you and why you want to work with us.

Closing date is 22.11.2024 and applications should be sent by email to hr@yhahsn.com no later than 12 noon on 22.11.2024.
Late applications will not be accepted.

Interviews

Interviews will take place via MS Teams, w/c 9 December.





Our purpose

Transforming Lives Through Innovation

Our vision

To improve the health and prosperity of our region by unlocking the potential of new ideas.

Our mission for 2023-2028

Our knowledge, skills and expertise will demonstrate that we are world leaders in unlocking innovation to address current and future health, economic and societal challenges.

Our five-year strategic aims

- Strengthen our foundations
- Enhance our role and reputation
- Be 'fit for the future'
- Foster connections
- Grow our region

Our values



Stronger Together

We're confident in the results we can achieve when we're united with our colleagues, stakeholders and partners



Always Learning

Every day's a school day. We're constantly searching for ways to excel and work tirelessly to build our expertise



People People

We love catching up for a cuppa and a natter but, more than that, we're curious about what makes people tick



Energetic Pioneers

We find new things and ideas that can make a difference to the health of our region. This is what gets us out of bed in the morning





What we will give you:

- Salary between £46,418 to £52,809 per annum depending on experience
- Flexible and agile working – staff mainly working from home although encouraged to attend team meetings in person wherever possible.
- 25 days holiday + statutory days
- 3 extra days to take between Christmas/New Year bank holidays
- Holiday buy-back scheme via salary sacrifice
- Contributory matched pension (up to 10%)
- Learning and Development opportunities
- Open-plan head office in Wakefield at the side of Junction 39 of the M1
- Free parking at the head office
- All-staff away days
- Wellbeing programme
- Employee Assistance Programme/Mental Health First Aiders
- Electric Car Scheme
- Social events
- Financial Wellbeing Programme





IRIS Innovation Support Manager Job Description

Reportable to: Programme Director for Innovation, Research and Improvement, Humber and North Yorkshire Integrated Care Board (HNY ICB)

Professional accountable to: Health Innovation Yorkshire & Humber

Managerially responsible to: Innovation Business Partner, HNY ICB

The purpose of this role is to support delivery of the innovation arm of the Innovation, Research and Improvement System (IRIS) programme. The innovation support manager will be employed by Health Innovation Yorkshire & Humber and seconded into HNY ICB. They will work in the IRIS team, with the Innovation Business Partner and Innovation Clinical Lead, with a particular focus on partnership working across Humber and North Yorkshire ICB, Health Innovation Yorkshire & Humber and the wider Humber and North Yorkshire Integrated Care System (ICS).

The IRIS vision is to create a system wide supporting structure and culture which allows research, innovation, and improvement to become core business. The IRIS team supports delivery of our Humber and North Yorkshire Health and Care Partnership strategy by enabling evidenced based adoption and spread through evaluation. IRIS represents a collaborative approach to innovation, research and improvement in the new ecosystem of an integrated care system (ICS). IRIS brings together existing and emerging activities across the ICS to maximise our assets and connect stakeholders and organisations across the system. We facilitate collaboration between innovators, academic researchers, health and care organisations, local authorities, voluntary and community groups. The postholder will build an understanding of these different stakeholders, their priorities and their needs and keep a track of our engagement with them, in order that as a team we can build stronger relationships and best support them.

We have established IRIS as a virtual hub for stakeholders and we are providing a single front door, into and out of HNY, for research, innovation, and improvement. The post-holder will be responsible for managing the innovation related enquires received through the IRIS virtual hub.

The aim of the role will be to:

- Build relationships and share knowledge to enable IRIS to function as a virtual hub for stakeholders. This will involve triaging innovation related enquiries received by IRIS and developing a process to categorise enquiries and determine the level of support required by the IRIS team.





- Take a pro-active approach to meeting with stakeholders, record stakeholder engagement activities and provide advice, guidance, signposting, and broker new connections between stakeholders.
- Establish an innovation pipeline, recording system wide innovation activity and monitoring the progress of innovations (from initial idea through to adoption) across HNY, working in partnership with trusts and local councils.
- Support the innovation business partner and innovation clinical lead with convening the HNY Innovation Community of Practice and its continuing development and growth.
- Promote and champion innovation across the health and care system through communications, events, and marketing.

Key Duties and Responsibilities

- Develop and manage innovation content for our communications and engagement channels including:
 - Websites
 - LinkedIn
 - Events
 - Case studies (both written and video)
 - Future NHS
- Build relationships throughout Health Innovation Yorkshire and Humber, HNY Integrated Care Board and our key partners to enable the proactive development and delivery of communications and engagement activity.
- Supporting the planning and delivery of events across including an annual IRIS event, and associated webinars and information events with partners.
- Build a network of relationships with stakeholders across the ICB to understand their needs and priorities, identify ways to help meet these needs (including making connections to other stakeholders, to relevant Health Innovation Yorkshire & Humber stakeholders, and identifying relevant funding opportunities).
- Manage the process associated with the decision making framework, acting as a conduit between the ICB and Health Innovation Yorkshire & Humber.
- Support the design and delivery of innovation training and education.
- Build central awareness of innovation projects being scoped and delivered in HNY and establish an innovation pipeline for the integrated care system to allow IRIS to facilitate support, connection, collaboration and sharing of lessons learnt.
- Work with innovation managers across HNY organisation taking a 'hub and spoke' approach.
- Supporting stakeholder through advice and sharing of good practice/lessons learnt and facilitating connection and collaboration.





- Engaging with national innovation programmes/grant opportunities, raise the profile of these opportunities and support stakeholders with funding applications.
- Work with Health Innovation Yorkshire & Humber's Enterprise and Innovation team to maximise awareness of and relevant connections for funding calls.
- Represent HNY at Health Innovation Yorkshire & Humber events and workshops (including Innovation Review Panel, Propel@YH, Innovation Surgery).
- Attendance at Health Innovation Yorkshire & Humber staff meetings and team days
- Engagement with WY and SY Innovation Hubs to reduce duplication and share learnings
- Build awareness and reputation of IRIS within HNY by attending and presenting at forums, networks and events.
- Advocate and champion Health Innovation Yorkshire & Humber to system partners within HNY.
- Engaging key stakeholders within HNY (ICB leads, provider collaboratives, places, trusts, wider system) to understand system priorities and challenges, and innovation best practice within HNY.
- Grow HNY innovation stakeholder base, especially in primary care, local authorities and social care.
- Contribute to programme management activities including stakeholder management, knowledge management, milestone trackers, risks, issues, actions log, decisions log and lessons learnt log.
- Work with partners and colleagues across network(s) to understand current resource and activity in the system and enhance and build up the innovation capacity.
- Suggest and implement initiatives towards promotion of innovation.

Education and Professional development

- Take every reasonable opportunity to maintain and improve professional knowledge.
- Develop own skills and knowledge and provide information to others to help individual and team development.
- Participate in personal objective setting and review, including a personal development plan.

Special Requirements

- You may on occasion be required to work irregular hours in accordance with





the needs of the role.

- You may will be expected to travel across the Yorkshire and Humber region and on occasion, to other locations outside of the region. There will be a particular expectation to attend IRIS weekly team meeting in person, these are held in York, Brigg and Hull. The Health Innovation Yorkshire & Humber office base is in Wakefield.

Health and Safety

- Ensure that you remain compliant with health and safety regulations and accepted safe practice at all times. Report any health and safety issues or contraventions witnessed anywhere within the business to your manager or in their absence a director.
- Work efficiently and responsibly within all areas of the Company in a safe manner sharing good practice with colleagues.

General

- You will contribute to continuous improvement of working practices.
- You will comply with all policies and procedures within the Company.
- Carry out all duties with regards to and ensuring equal opportunities and work with all employees within the Company in the fulfilment of our aims and objectives.

IRIS Innovation Support Manager Person Specification (if not stated otherwise, the specification is essential)

Qualifications

- Educated to degree level or equivalent in relevant subject **or** equivalent relevant experience
- Project Management qualification (desirable)

Knowledge & Experience

- Working knowledge of the NHS system, especially ICB/ICP/ICS
- Experience building and managing complex stakeholder relationships and embedding stakeholder management processes on time and within budget
- Knowledge of using techniques for planning, monitoring and controlling projects, including risk management
- Experience of quality improvement and/or digital
- Understanding of NHS/public sector policy
- Awareness of budgeting and resource allocation
- Experience delivering events and managing communications channels
- Experience using LinkedIn, FutureNHS and creating comms and marketing materials





- Experience of scoping and delivering events in partnership with stakeholders
- Experience of managing and delivering a number of concurrent complex project
- Highly IT proficient
- Highly competent in the use of Microsoft software (Excel, Word, PowerPoint).
- Knowledge and understanding of innovation funding streams (desirable)
- Experience working with multiple areas of the health and life sciences sector including industry, academia and NHS (desirable)
- Continuous quality improvement accreditation or training (desirable)

Qualities and abilities

- Passion and enthusiasm for change and a motivated self-starter with a desire to support innovation in the NHS to improve the health and prosperity of our region by unlocking the potential of new ideas
- Comfortable operating at pace and speed and able to react positively to rapidly changing circumstances
- Excellent communicator with the ability to ensure engagement with stakeholders of differing seniority
- Strong people engagement skills and ability to motivate others.
- Excellent written communication and reporting skills
- Ability to work collaboratively
- Strong ability to influence and guide others without authority, supporting partners to engage in programme activity
- Ability to put across complex ideas simply and succinctly in order to engage stakeholder support
- Ability to quickly grasp new ideas and concepts
- Problem solving skills
- Ability to work on own initiative
- Committed team worker

Personal characteristics

- Resilient
- Dynamic, energetic and resourceful
- Committed to diversity, equality and inclusion
- Professional and organised approach
- Proactive and results orientated
- An attitude of continuous improvement and innovation
- Able to work independently where required, as a team and





corporate player.

Other

- Ability and willingness to travel within Humber and North Yorkshire and the wider Yorkshire and Humber region

