

# Delivering for Excellence

## **Jude Payne Traineeship in Health and Social Care Policy, Grade 2**

Working pattern: This is a full-time position, although applications from those seeking alternative working patterns are welcomed. This post may also be suitable for a secondment (subject to the donor organisation's agreement).

A unique springboard for your career in health policy.

### **About the role**

The Scottish Parliamentary Corporate Body is responsible for providing the Parliament with the property, staff and services required for the Parliament's purposes. We place high value on excellence and we are continually looking to improve how we work to ensure that we can deliver the Parliament's core purpose of representing the people of Scotland by debating issues of national importance, passing legislation and holding the Scottish Government to account.

The Scottish Parliament Information Centre (SPICe) provides impartial information and analysis to individual MSPs of all parties and their staff (both in Holyrood and in the constituency offices), and to the parliamentary committees. SPICe has a team of 50, including 30 subject specialist researchers. Currently in excess of £15 billion is spent on health each year and three SPICe researchers brief the committees and individual MSPs on a wide range of topics in this area.

You can look at the type of [briefings produced by SPICe](#) and read our [blogs on SPICe Spotlight](#).

In memory of Scottish Parliament Information Centre (SPICe) health and social care researcher Jude Payne we are delighted to offer a unique 6 month traineeship in health and social care policy and research.

The successful candidate will be employed by the Scottish Parliament (based in SPICe) for 6 months.

The trainee can expect a broad and rich experience of policy, research and scrutiny work, but will also have a remit to look deeper into a particular topic, agreed with both SPICe and the trainee. We expect the trainee would produce or contribute to at least one published output such as a SPICe briefing or a series of blog articles.

### **About you**

You will be an enthusiastic recent graduate, undergraduate or early career health or social care professional keen to learn about one of Scotland's key policy areas, and

how research and analysis is carried out by the Scottish Parliament when holding the Scottish Government to account.

You'll have a good understanding of major health and/ or social care policy issues and the ability to explain complex topics in a clear and understandable matter, as well as an enthusiastic attitude to tackling new challenges.

For full information about the role, please see the job description.

If you have any questions, please contact the mailbox below.

## **How to apply**

Applying for this traineeship is straight forward.

1. Please send us a short CV – just two sides of A4, covering your relevant education, career history, responsibilities and achievements
2. Please send us a short written briefing or film on health policy (details below)

Email both to [traineeship.spice@parliament.scot](mailto:traineeship.spice@parliament.scot) by **5pm on Monday 19 July**.

## **A briefing on health policy**

Please think about the following question:

- How should we measure how well the NHS is performing in light of the COVID-19 pandemic?

We have chosen this topic as it is complex and has been the subject of much debate. As background you may want to look into why we should measure performance, and some of the advantages and disadvantages of existing measures and targets.

The intended audience for this briefing are non-specialists with a keen interest in the topic. You should demonstrate:

- Effective communication skills – use of clear language and, where appropriate, tables and graphics to support or illustrate your points
- Impartiality – your briefing must set out the facts in a balanced manner, drawing on robust sources of evidence
- Political awareness – you should be able to quickly focus on the substantive issues of most interest to MSPs

We are looking for something short and straightforward. You can provide us with a written briefing (no more than 800 words) or a short film (no more than two minutes).

We expect to hold interviews for the position in summer 2021 and have someone in post by 1 October 2021

## **Data Privacy**

For details on how we will process your personal data please refer to the [SPCB Recruitment Privacy Notice](#) (231KB, pdf) and the [HR Workers Privacy Notice](#) (211KB, pdf)

## **Job description**

The Scottish Parliament is a values-led organisation which means our values (Stewardship, Excellence, Inclusiveness, and Respect) are at the centre of everything we do. These values are embedded in this role.

### **Stewardship**

Focusing on the longer term to ensure we are leaving things better than we found them and putting our shared interests ahead of any individual or team.

Your main responsibilities will involve:

- Contributing to the research and information services that SPICe provides to Members, parliamentary committees and to the staff of the Parliament.
- Working to help the Parliament achieve its corporate objectives, including improving the quality and effectiveness of scrutiny.

And in delivering these you will have:

- An interest in current affairs and an awareness of the role of the Scottish Parliament.
- The ability to operate in a political environment and to contribute to impartial and impactful research to MSPs, Committees and parliamentary officials

### **Excellence**

Taking care to enhance our reputation in everything we do. Using our skills and resources efficiently and effectively to deliver high-quality sustainable results.

Your main responsibilities will involve:

- Development of your knowledge of health policy and the role of the Scottish Parliament in policy development and scrutiny
- Production of at least one published briefing or series of blog articles on health policy
- Other tasks including answering MSP enquiries, and briefing on petitions

And in delivering these you will have:

- An understanding of some of the major policy issues for health
- An ability to understand and analyse complex policy issues drawing on a wide range of sources
- Good quantitative and numerical reasoning skills
- An ability to explain complex issues in a clear and understandable manner – both in written form and face to face

## **Respect**

Appreciating difference, building cohesive teams and fostering the values and experiences of diversity.

Your main responsibilities will involve:

- Establishing effective relationships to enable you to work closely with colleagues to deliver high quality services
- Working within the values of the Parliamentary Service and contributing to an inclusive working environment

And in delivering these you will have:

- The ability to form effective working relationships with team members
- A flexible approach to support team members, and a willingness to be proactive and take the initiative

## **Inclusiveness**

Understanding the big picture and seeking out alternative perspectives. Every colleague feels they can make a valued contribution and deliver their best work.

Your main responsibilities will involve:

- Supporting the work of the Senior Researchers in representing the Parliament at external events and networks to increase the visibility and profile of SPICe and our work.
- Involvement in a wide range of other tasks as designated by Senior Researchers to give a broad range of experience and to help deliver services.

And in delivering these you will have:

- An enthusiastic attitude to tackling new challenges and taking an innovative approach to achieve results
- A record of working collaboratively with others, and a willingness to share knowledge and information to improve SPICe services.