 ***Programme Information Pack***

***Welcome to Ready to Lead***

NHS Greater Glasgow and Clyde continuing to provide better services and working collaboratively with partner organisations to improve the health of its communities presents a complex set of challenges for our frontline leaders.

Developing and enhancing leadership capacity and capability at every level of the organisation is crucial to meeting these goals.

***Ready to Lead*** aims to support our frontine leaders develop and grow their leadership skills and compentencies to support NHS Greater Glasgow and Clyde deliver its objectives.

***Ready to Lead*** is designed as an organisational investment to develop the senior management cohort of the future.

**This is the online version of what is normally a programme delivered face to face, developed to take advantage as we adapt to online working and learning as a result of the Covid19 pandemic.**



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 **Section 1 -** About ***Ready to Lead***

***Ready to Lead*** is a blend of development approaches covering delivered training, empirical learning, an additional masterclass and workshops to help delegates with challenges in implementing their improvement project.

Delivered modules have been designed to develop a range of leadership competencies. These are:

|  |  |
| --- | --- |
| **Delivered Modules** | **Duration** |
| **Undertaking Ready to Lead – The NHSGGC Leadership Challenge** | **3hr Intro Session (face to face socially distanced)** |
| **Leading Continuous Improvement** | **4 x 3 hour sessions** |
| **Emotional Intelligence** | **5 x 3 hour sessions**  **Plus follow up seminar** |
| **Leading with the Brain In Mind** | **4 x 3 hour sessions** |
| **Leading Effective Teams** | **4 x 3 hour sessions** |
| **Enabling Conversations** | **4 x 3 hour sessions**  **Plus follow up seminar** |
| **Equality and Human Rights Session** | **2 hours** |
| **Working Smart Session** | **2 hours** |

 **Section 2 -** The ***Ready to Lead*** Improvement Project

**Identifying your Project:**

Transferring learning to work based practice is a crucial part of *Ready to Lead.*  You should identify an improvement project with your line manager that you will deliver as part of the programme. Improvement projects should be:

* Relevant as an improvement project to your role or area of practice
* Fully discussed and agreed with your manager
* Within your scope and remit to deliver

Delegates are expected to actively work towards implementing their identified improvement project during the timeframe of their Cohort although this may take longer. Undertaking the project is designed:

* To give delegates the opportunity to apply new skills and reinforce their learning.
* To demonstrate that applying new leadership and improvement skills will make a tangible difference to both your own performance and that of the organisation.
* To begin to grow an improvement culture where people are motivated and can contribute their skills to making things better both for themselves, their service and for patients.

**Deciding the size and scope of your project:**

The size and scope of your project is flexible however we encourage participants towards smaller areas of improvement that are within your span of control and that you can manage as an individual or with one or two others in your service area.

An alternative is where either you or your line manager have identified a larger improvement project with other groups and you can work collaboratively with other ***Ready to Lead*** delegates to achieve this.

A Project Initiation Document (PID) is available on the link below: <http://www.staffnet.ggc.scot.nhs.uk/Human%20Resources/Organisational%20Development/Ready%20to%20Lead/Pages/RTLAdditionalResources.aspx>

A completed PID (from a previous Ready to Lead participant) is also available here for further information

 **Section 3 - Additional Support Available**

Information to support you undertake your improvement project is provided in a range of web based tools and material, available on the OD Staffnet pages below:

**Change and Improvement**

<http://www.staffnet.ggc.scot.nhs.uk/Human%20Resources/Organisational%20Development/Pages/Change.aspx>

A series of videos, each lasting 15-20 minutes and covering the core tools to support LEAN improvement are housed here under: <http://www.staffnet.ggc.scot.nhs.uk/Human%20Resources/Organisational%20Development/Pages/LeadingThroughChange.aspx>

Further help and assistance is available from your OD advisor or Head of OD.

 **Section 4 - The Administration Process**

**Queries or Additional Information**

In the first instance speak with your local OD advisor or Head of OD unless the query is directly related to attendance in which case contact Lisa Donnelly as above.

**General Programme Information**

The following link will take you to additional programme information ie:

* Copies of administrative documents eg Project Activity Form
* NHS Greater Glasgow and Clyde Frontline Leadership competencies

<http://www.staffnet.ggc.scot.nhs.uk/Human%20Resources/Organisational%20Development/Ready%20to%20Lead/Pages/RTLAdditionalResources.aspx>

Please contact [lisa.donnelly@ggc.scot.nhs.uk](mailto:lisa.donnelly@ggc.scot.nhs.uk) if you cannot access the internal Staffnet pages.

 **Section 5 - *Ready to Lead* - Module Descriptors**

Below are links to content descriptions of the delivered modules normally delivered face to face in day long sessions. For this online pilot the content will remain the same but delivered in a weekly series of 90minute online sessions:

Leading Continuous Improvement - <http://www.staffnet.ggc.scot.nhs.uk/Human%20Resources/Organisational%20Development/Ready%20to%20Lead/Pages/RTLLeadingContinuousImprovement.aspx>

Leading With The Brain In Mind –

<http://www.staffnet.ggc.scot.nhs.uk/Human%20Resources/Organisational%20Development/Ready%20to%20Lead/Pages/RTLLeadingWithTheBrainInMind.aspx>

Emotional Intelligence - <http://www.staffnet.ggc.scot.nhs.uk/Human%20Resources/Organisational%20Development/Ready%20to%20Lead/Pages/RTLEmotionalIntelligence.aspx>

Emotional Intellience Enabling Conversations –

<http://www.staffnet.ggc.scot.nhs.uk/Human%20Resources/Organisational%20Development/Ready%20to%20Lead/Pages/Module5-EnablingConversations.aspx>

Leading Effective Teams - <http://www.staffnet.ggc.scot.nhs.uk/Human%20Resources/Organisational%20Development/Ready%20to%20Lead/Pages/RTLLeadingEffectiveTeams.aspx>

Along with additional module related material are provided on the link below:

<http://www.staffnet.ggc.scot.nhs.uk/Human%20Resources/Organisational%20Development/Ready%20to%20Lead/Pages/RTLAdditionalResources.aspx>

Each is mapped to the KSF, NHS Greater Glasgow and Clyde and NHS Scotland Leadership Competencies to support individuals and their managers in development discussions.