



Job Title: Chief Medical Officer (CMO)

Accountable to: Event Director

Type of Contract: Part Time

Job Summary

The Land Rover Burghley Horse Trials is part of the Burghley Estate, a diverse business centred in Stamford, Lincolnshire. At the heart of the Estate is Burghley House, set within 1,500 acres of historic parkland. As well as the world renowned **5* Land Rover Burghley Horse Trials**, other business interests include Burghley House and Gardens visitor attractions and events, Burghley Park Golf Club and a significant property portfolio.

We are looking for a new Chief Medical Officer to work alongside our established event management and delivery team. You will be accountable for ensuring that the essential standards of quality and safety are delivered and maintained by the medical team at the Land Rover Burghley Horse Trials.

Responsibilities include:

1. **Medical Strategy:** As the CMO you will be part of the event executive team, you will contribute to the overall direction and leadership of the event, ensuring that the organisation has a clear medical strategy and direction.
2. **Elite Sport:** You will be at the forefront of delivering high quality care to elite athletes and supporting their programme of recovery. During the event you will the designated FEI Medical Director and undertake all associated roles.
3. **Mass Gathering Medicine:** You will be responsible for delivering urgent and emergency care to 160,000+ visitors over the 4-day event.
4. **Business Plans:** You will contribute to the development and review of the organisation's medical plans to ensure they are consistent with organisation strategy and direction, and that the plans are successfully delivered in accordance with agreed internal and external measures of performance.
5. **Leadership:** As the Organisation's most senior doctor, you will provide appropriate professional and clinical leadership and be the officer responsible for supervising the conduct and performance of all medical staff working at the event and its contractor staff. You will be able to advise the Event Director on the impact of professional issues, statutory requirements, changes in clinical practice and the provision of clinical services.
6. **Continuous improvement:** You will lead and encourage the development of new and innovative practice within the Equestrian Medical Community, with the aim of improving care for the athletes and guests to the event.

You will oversee and monitor the delivery of high quality and safe patient services. Promoting the need for continuous improvement and excellence in the provision of clinical services throughout the organisation and partner organisations.

7. **Risk and Governance:** You will ensure that all regulatory and risk management requirements are satisfied, and you will work with the Event Director to direct the development of systems and control processes which will establish safe and consistent service delivery and monitoring arrangements.

In collaboration with the Head of Medical Operations, you will act as the lead for providing professional advice and support to the organisation ensuring that procedures are put in place and are known to all medical staff for supporting best practice and raising concerns that conduct, performance or health might be a risk to patients.
8. **Emergency arrangements:** You will participate in the organisation's emergency arrangements, providing appropriate leadership in the event of a major incident in compliance with the organisation's emergency planning procedures.
9. **Representing Land Rover Burghley Horse Trials:** You will be part of press conferences alongside the Event Director where needed and able to deal with the World's media in a professional manner. You will act as ambassador for the organisation, ensuring that the needs and views of the organisation are fairly represented in national and international forums such as the Medical Equestrian Association, the FEI and British Eventing. Ensuring that opportunities are taken to enhance the reputation of the organisation and realise development opportunities.
10. **Confidentiality:** You will assure confidentiality of person identifiable information and all other data related to the good reputation and viability of the organisation.
11. **Policies:** You will ensure that the organisations medical policies are integral to and embedded in the event and contribute towards the event serious incident plan.
12. **Raising Concerns:** You will ensure that staff, patients and their representatives are able to raise concerns with confidence and openness and as a leader to actively promote candour and openness.
13. **Infection Control:** You will be at the forefront of delivering a safe event, protecting athletes and visitors during a pandemic.

General

The duties and responsibilities in this job description are neither exclusive nor exhaustive and will be updated on a regular basis as part of the appraisal review process and may be amended in the light of changing circumstances.

Objectives and personal development plans will be agreed and reviewed annually with the Event Director.

You will be expected to participate as appropriate in external activities which contribute to the standing, reputation and perception of the Burghley Horse Trials Ltd.

All staff are expected to respect the requirements of the Data Protection Act 1998, as this incorporates the need for high standards of data quality, confidentiality and information security.

The hours of work are those necessary to meet the needs of the post and the organisation.

An annual fee will be agreed with the successful applicant.

Timeline

Post advertised – Week ending Friday 17th December

Letter of motivation CV's & salary expectations – By Monday 10th January 2022.

Send to - Anne Whitton Anne@burghley-horse.co.uk

Interviews – Week of Monday 17th January 2022 to be agreed

Appointment – By Friday 28th January 2022