

The background of the image shows two women standing at a wooden table. The woman on the left has short, wavy blonde hair and is wearing a green cable-knit sweater. The woman on the right has long, dark hair and is wearing a black t-shirt. They are both looking down at a brochure held by the woman on the right. On the table, there is a white teacup and saucer, a plate of croissants, and a yellow envelope with a red line drawing on it. The text 'NHS FINANCE CAREERS' is overlaid in large white letters across the center of the image.

NHS FINANCE CAREERS

We are recruiting now
See what opportunities are available to you



When you think about working in the NHS which career springs to mind? Perhaps a doctor or a nurse? It might surprise you to learn that there are over 350 different types of career in the NHS including a range of options as part of the finance team that supports the clinical services provided by the NHS.

Why a career in NHS Finance?

NHS finance is made up of a diverse workforce from all walks of life often motivated by a personal experience or a desire to contribute to something more socially valuable than a company's profit. A career in NHS finance offers the opportunity to work within a system that really matters to the British public. The NHS touches everybody at some point in their life and many people find that working within it offers them personal, as well as job, satisfaction.

The range of careers on offer is another attraction, with people being able to develop their knowledge and a host of transferrable skills. The NHS is not one big organisation, but rather a range of organisations that try to work together in a way that supports the people in their local communities while also improving the health of the nation as a whole. This means using data to understand where money can best be invested to have the greatest impact, as well as ensuring that those who are providing front-line clinical care are paid on time and have access to the medicines and equipment they need to provide the best levels of care.

So whether you are thinking about working toward a professional accountancy qualification, thinking about an apprenticeship, or are considering a change of career, take some time to consider a career in NHS finance.

Benefits of working in NHS Finance

By joining NHS finance you will become part of a talented, passionate team of people, committed to providing the best care and treatment to patients. You will also enjoy one of the most competitive and flexible benefits packages offered by any employer in the UK.

We actively recruit people of all ages, backgrounds and levels of experience. This helps us understand the different needs of our patients and provide the best possible service.

Pay and conditions

The national pay system for the NHS, Agenda for Change (AfC), offers real benefits, including:

- a standard working week of 37.5 hours with many options for flexible working, depending on your role
- holiday entitlements of 27 days per year, plus eight general and public holidays, rising to 33 days after 10 years' service
- career and salary progression based on the application of knowledge and skills
- an annual personal development review to support your career aspirations

Other benefits of working in the NHS include training, occupational health services, automatic membership of the NHS Pension Scheme (unless you choose to opt out) and study leave for sponsored courses including finance qualifications. AfC pay rates are reviewed regularly with national pay awards to reflect inflation; you can find the latest pay scales on-line at www.healthcareers.nhs.uk/working-health/working-nhs/nhs-pay-and-benefits.

One of the UK's best pension schemes

The NHS Pension Scheme is still one of the most generous and comprehensive in the UK. Every new employee automatically becomes a member and you will get an excellent package of pension benefits.

“

One thing that really motivated me was to choose a career that made a difference to people's lives. I knew that by working for the NHS, however small a job and no matter how far away from the front line, I would be able to contribute to the public.

”

Lei Wei, Chief Finance Officer
Surrey and Borders Partnership NHS FT

Find out more about NHS Pensions: www.gov.uk/government/collections/nhs-pensions



NHS Employment policies

Our employment policies:

- ensure fair rates of pay for all staff across the whole healthcare system (Agenda for Change)
- provide training and personal development opportunities that will enable people to reach their full potential
- emphasise equality of opportunity for all
- provide good working conditions, holiday entitlement, and other benefits
- maintain an excellent pension scheme



Development Opportunities

The NHS supports individuals working towards their professional qualifications with study leave, financial support toward the cost of the qualification and with access to accredited courses that will support you in your studies.

Whether or not you want to undertake a professional qualification there is a range of development opportunities available to you to support you in achieving your career goals.

The National Finance Academy ensures there is inclusive, comprehensive, and structured training and development opportunities for all staff in England. Its aim is to ensure that our people are nurtured and valued, with inclusive cultures and great





support put into place, and opportunities made available to help them to realise their potential.

Future-Focused Finance (FFF) provides access to networks to support you in all aspects of your career and to help you share what you know with others.

The Healthcare Financial Management Association (HFMA) is the professional body for finance staff working in healthcare. For 70 years it has provided independent support and guidance to its members and the wider healthcare community.

As well as the bodies mentioned which work hard to provide a wide range of access to development tools and courses there is also the benefit of working with supportive peers and the availability of coaching and mentoring.

Opportunities in your local organisation to shadow other team members or to take short-term placements or secondments in another team can help to develop your career and gain a range of experience.



Find out more

www.onenhsfinance.nhs.uk

www.futurefocusedfinance.nhs.uk

www.hfma.org.uk

Different routes in

Apprenticeships

Individual NHS employers such as provider trusts, and Clinical Commissioning Groups (CCGs) often offer apprenticeships in finance-based roles which provide an excellent opportunity to gain work experience and achieve nationally recognised qualifications at the same time. On many occasions, you may be offered permanent employment at the end of your apprenticeship period; some who have entered by this route have gone onto senior positions within NHS finance!

You can search and apply for apprenticeship roles in the NHS on the NHS Jobs website: www.jobs.nhs.uk and you can also find further information about apprenticeships on the government's apprenticeship website: www.gov.uk/topic/further-education-skills/apprenticeships

Undergraduate work placements

Many NHS organisations across the country offer one year finance placements for undergraduates studying finance related degrees. A year in NHS finance gives you an opportunity to put what you are learning at university into practice, in a real life situation where your work contributes to patient care. You will get on-going support from your line manager and colleagues, with opportunities for training and development throughout the year. Experience gained throughout the placement can contribute towards future CIPFA, CIMA, ACCA or ICAEW practical experience requirements. After the placement you will be in a strong position to apply for a place on the NHS Graduate Scheme, or to apply directly for finance related jobs in the NHS.

NHS Graduate Management Training Scheme

The NHS Graduate Management Training Scheme (Finance) is run by the NHS Leadership Academy and is an award winning, nationally recognised scheme. It is available to graduates or in-service candidates and provides a programme of fully funded qualification and development whilst in a paid role. This enables trainees to support their education with experience over the length of the programme. In addition to the national scheme many organisations run their own local variants, so it is worth checking the website of your local hospital to see what is available in your area.

Work experience placements can often be arranged through your local hospital alongside your school or college and can be an excellent way to get a better idea of whether NHS finance is somewhere you can build your career.

Levels of pay

Below are examples of finance roles and what the approximate annual pay for that role could be, dependent on qualification. (Examples are not exact figures. This is dependent on organisation size, location and your professional experience.)

**GCSE Level:
Finance Apprentice**

National Minimum
Apprenticeship Wage

**A Levels / B-Tech:
Accounts Assistant**

Roughly between £18K -
£22k per annum

**Graduate Trainee:
Trainee Accountant**

Roughly between £21K -
£32K per annum

**Qualified Accountant:
Financial Accountant**

Roughly £38K and above
per annum

Find information on pay scales here:

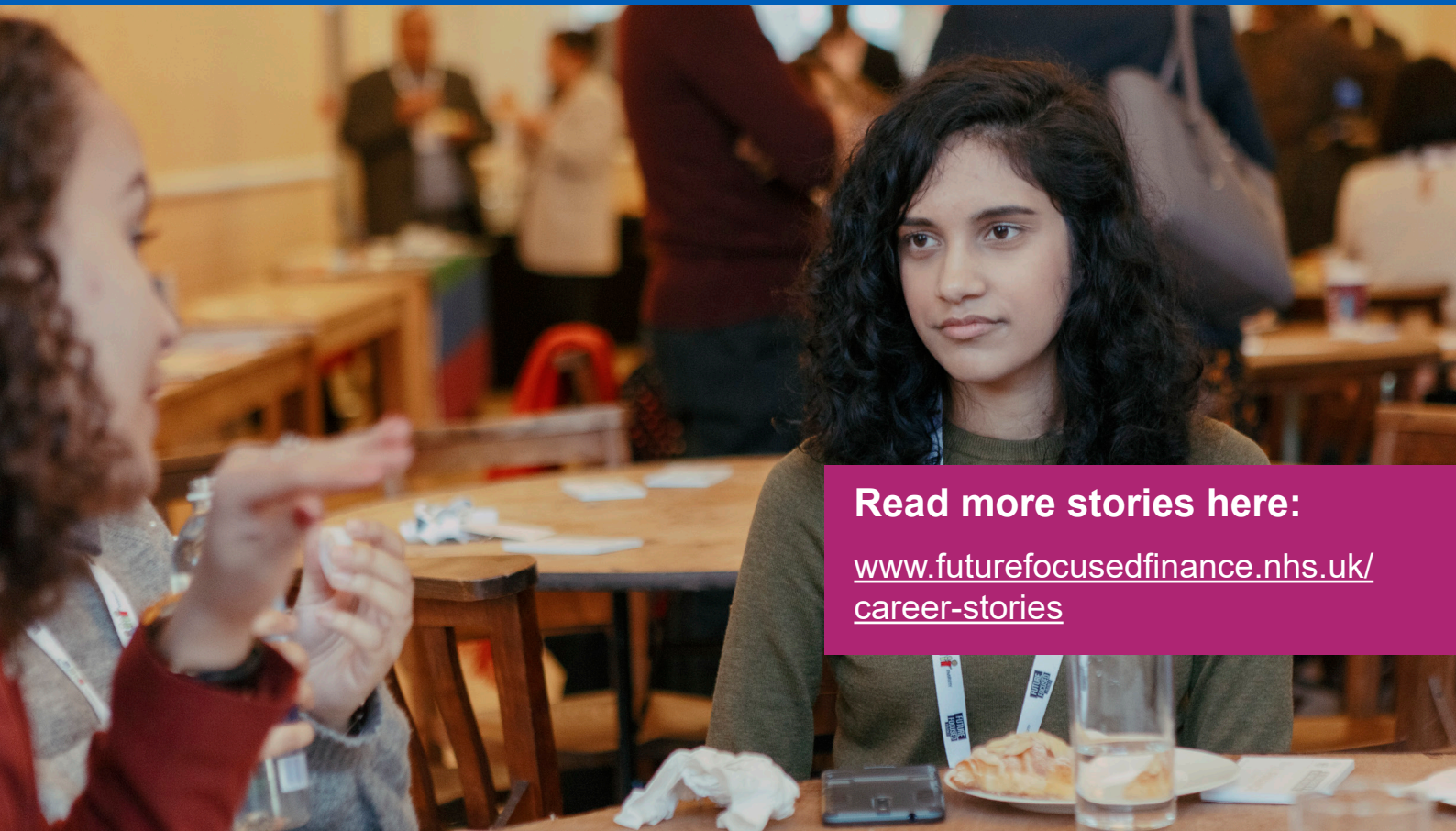
www.healthcareers.nhs.uk/working-health/working-nhs/nhs-pay-and-benefits





Career Stories

There are many different routes in to a career in NHS Finance. Have a read through the following stories from colleagues who have progressed through their finance roles and what opportunities they took to get to where they are today.



Read more stories here:

[www.futurefocusedfinance.nhs.uk/
career-stories](http://www.futurefocusedfinance.nhs.uk/career-stories)

Beth Pidduck

Deputy Financial Advisor
Lancashire Teaching Hospitals
NHS FT



Beth took the apprenticeship route and has held 4 different roles within 5 years...

I was first attracted to a career in the NHS when I had been working in finance within the private sector for a short amount of time after deciding that the college and university route wasn't for me. I knew I loved maths, however it wasn't the route I had planned on taking for my career. A role as an accounts apprentice came up and I saw this as the perfect opportunity to do something related to the subjects I loved. After a few months in the role, I wasn't sure that the private sector was the place for me, so I discussed other options with my college tutor. They told me that an apprenticeship role was coming up at what was then NHS Staffordshire & Lancashire Commissioning Support Unit (CSU), which was based about 5 minutes' walk from my house. I knew it was a great opportunity and therefore I decided to go for it, and I was over the moon when I secured the role.

After beginning my apprenticeship at the CSU, I then moved on to be a transaction processing assistant in the procure to pay department at NHS Midlands and Lancashire CSU. Following this, about 18 months later, I moved into the corporate finance team for a short period, before taking up a role as senior assistant financial advisor for the Division of Surgery at Lancashire Teaching Hospitals NHS FT. Most recently, I secured a secondment into my current role as deputy financial advisor for Reporting, Income and Costing to cover my colleague's maternity leave. After working within surgery, I have now gained experience across the entirety of my trust which has been a great development opportunity for me.

Something really special for me about working in the NHS is being lucky enough to work for my local NHS organisation. I have experienced the care from my trust first-hand, as have my friends and family. Although it can be challenging, knowing you are helping patients every day, even if not on the front line, is really rewarding. In my role within surgery I have spent a lot of time on the wards with my budget holders and this allowed me to see exactly how important the work I do is in helping our hospitals to function.

Within my role I ensure our medical and clinical staff have the resources they need to treat as many patients as possible. My organisation provides general hospital services to 390,000 patients across Chorley, South Ribble & Preston and provides specialist services to 1.5m patients across Lancashire and South Cumbria. The work I do with my team in finance ensures these patients receive the best possible care they can.

Lillian Auma

Head of Costing and Service
Line Reporting
Croydon Health Services NHS Trust



Arriving to the UK without qualifications didn't stop Lillian from working hard to pursue a career in NHS Finance...

Lillian moved to the UK from Uganda in the 1990s and decided to look into a career in accountancy. Lillian arrived without any qualifications so began studying ACCA and passed her exams in June 2003. Arriving at the UK and not knowing where her career would take her, Lillian says that accountancy came first before the NHS, "having a qualification gave me a job to apply for." A life changing illness, from which she recovered with help from the NHS and its staff, inspired her to look into a career in NHS finance. "I thought that if I was well enough to work after I recovered, then I needed to give back to the NHS, as they saved my life." Lillian said she also found the NHS an attractive employer as it had stability and was family friendly, which was important to her as she had a young baby at the time of applying for jobs.

Lillian landed her first finance role in 2003 at Croydon Health Services NHS Trust as an Assistant Management Accountant. As she had no previous experience in an NHS Finance role, she was only then able to complete her log book as part of her accountancy qualification, which meant she eventually became ACCA qualified in 2005 after two years in the role. Lillian then left Croydon to move to Barts Health NHS Trust as a Management Accountant. She worked in that role for a year and a half before moving into the costing team. This was when Lillian got her first taste of costing and the opportunities and experiences that it offers. After three and a half years in the role, she left Barts and worked in several other London trusts before moving back to Croydon in 2016 as Head of Non PbR Income. In May 2018, Lillian was appointed to Head of Costing and SLR, which is the role she currently holds.

Lillian says that she has found her costing roles the most interesting and enjoyable throughout her career. "I enjoy costing the most as we engage frequently with clinicians, and when we sit down with them it helps you link what you're doing to patients. Being in finance, you sometimes forget what the numbers you're looking at mean, so this type of role brings it all back to the patient and the organisation as a whole."

Lillian says that the support and networks you have access to in NHS Finance are excellent. "There is a good network of finance professionals that you can reach out to, especially within the costing community. If you ever need help or support, there are so many people you can contact to share ideas with."

Aaron Cummins

Chief Executive Officer
University Hospitals Morecambe Bay
NHS FT



From professional rugby, to finance, to chief executive - Aaron began his career on the NHS Finance Graduate Management Training Scheme...

Aaron began his NHS journey in 2000 as a graduate finance trainee. He started later than his peers as he began his working life with the ambition to play professional rugby league until an injury meant that he had to stop. After researching alternative career options Aaron enrolled at Manchester University to study Law. At the end of his studies Aaron realised that he enjoyed Law as a discipline, but as a career choice it felt isolating. "I'd always had a sense of wanting to belong to a team and contributing to something bigger. Being a solicitor just didn't do it for me." The NHS felt right so he applied to the NHS Graduate Training Scheme and was delighted to be accepted.


His first placement was at the Royal Liverpool & Broadgreen University Hospitals NHS Trust where he had a fantastic opportunity to work in various departments and healthcare organisations across Liverpool, really developing his understanding of the NHS and then becoming CIPFA qualified in 2000.

Once qualified, Aaron moved into a role at the Mersey Internal Audit Agency. Working in audit gave Aaron the opportunity to work on governance, assurance and risk projects, to which most people aren't exposed until they reach director level. This gave him a grounding in organisational leadership at an early stage, which he says has been hugely beneficial for his career and helped further his ambition to one day become an NHS CEO. "If the culture and the quality of its people are the heartbeat of an organisation then good governance and assurance systems are its circulatory system."

In 2007, Aaron joined Liverpool Heart and Chest Hospital as Deputy Finance Director. After being in the role for a short period of time, the FD position became vacant. He was approached to step-up into the position on an acting basis, which he accepted without hesitation. Aaron was eventually appointed to the permanent FD position which he held until 2012 and says it was a challenging, enjoyable and rewarding experience.

Aaron was later appointed into Director of Finance positions at a handful of other NHS organisations before being approached to interview for the Chief Executive role at University Hospitals Morecambe Bay NHS FT which he was successful in and has held the position since 2018.

Aaron says that his professional qualification and finance career has got him to where he is today. "I would not be a CEO without having followed that path. The finance community and its support are second to none and I will be forever grateful to them."



Different job opportunities

As mentioned earlier, the NHS is not one big organisation but rather a number of separate organisations which try to work together to deliver care to the population. We also know that health is influenced by lots of factors outside of the control of the NHS and so we also try to work alongside local councils, social services and the voluntary sector to make good decisions for local people. That means a role in NHS finance can take you from your local hospital, into commissioning via a Clinical Commissioning Group (CCG) or into a regional or national role as part of NHS England and NHS Improvement or as part of one of the organisations that support specific parts of the NHS like Health Education England or the NHS Pensions Agency.

What sort of role might you end up in?

Consider some of the options below.

If you think you would enjoy a technical accounting role consider:

- Accounts payable clerk
- Financial analyst
- Management accountant

If you think you would enjoy working with clinicians to support development of service and quality of patient care, think about:

- Costing transformation officer
- Head of operational finance
- Finance business partner

If you think you would prefer to work on wider determinants of health, and so working with local councils or as part of a national team to improve quality and outcomes consider:

- Business support officer
- Financial reporting manager
- Assistant director of finance

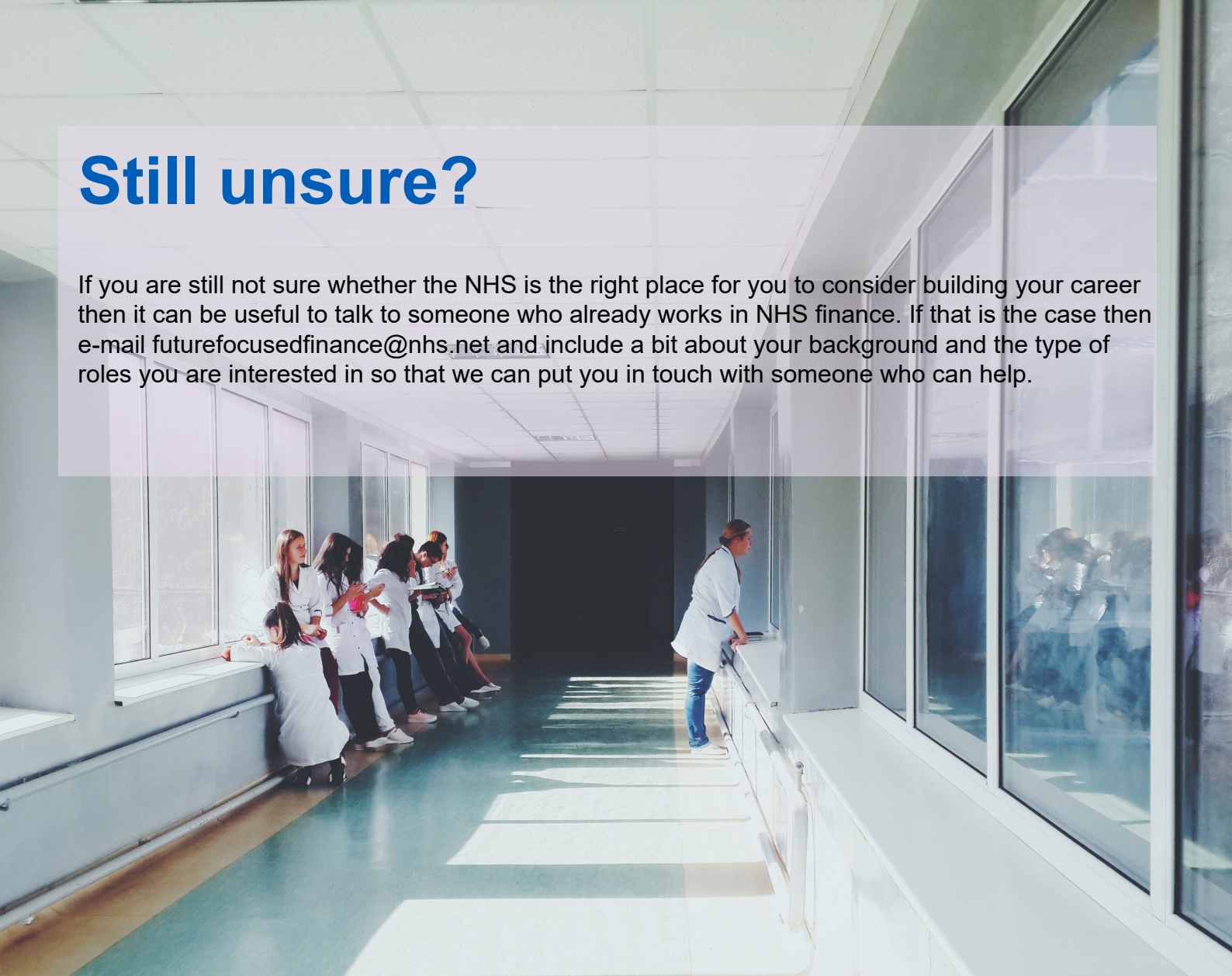
Ways to apply

NHS jobs is the site that the NHS uses to advertise any vacancies and you can use it to narrow down your search based on geography, pay offer and role type. The site enables you to create your application and then update it as new roles are advertised. However, the number of applicants for each role can be high so take time to really emphasise how your skills and experience match those in the person specification and why this particular role is attractive to you. The website offers advice for applicants and it is useful to refer to this section before submitting your application.

The Government also have a dedicated 'Find an Apprenticeship' site where training providers post apprenticeship vacancies that may not appear on NHS Jobs.

Still unsure?

If you are still not sure whether the NHS is the right place for you to consider building your career then it can be useful to talk to someone who already works in NHS finance. If that is the case then e-mail futurefocusedfinance@nhs.net and include a bit about your background and the type of roles you are interested in so that we can put you in touch with someone who can help.



Acknowledgement



Future-Focused Finance is a national programme designed to engage everyone in improving NHS Finance to support the delivery of quality services for patients. We want to bring finance staff at all levels of the profession together with the teams we work with in our own organisations and make sure that everyone has access to skills, knowledge, methods and opportunities to influence the decisions affecting our services. We believe by working together in this way we can harness our diverse and talented NHS workforce to produce high quality services and reduce waste in NHS spending.

The programme consists of national and regional events, networks, resources and talent development programmes – all designed to advance the understanding of finance in the NHS. Underpinning all of our work are commitments to value the diversity within NHS finance teams and to challenge behaviours that contribute to inequality in access to development and opportunities for some.

www.futurefocusedfinance.nhs.uk