

mjmedical

Associate Director Clinical Design
Recruitment Pack

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1 Why work for MJ Medical?

Do you want to have a career working on some of the world's most complex design and construction projects – projects which make a substantial impact on improving healthcare services in the communities where they are located? Come and work at MJ Medical, and you will join a team who specify, design, and equip hospitals and other healthcare facilities for communities around the world.

Established for 35 years, we are based in Cornwall but have offices around the UK. We are a leader in our field and work on all types of healthcare projects, from large world renowned hospitals like London's Great Ormond Street Children's Hospital, to small rural health clinics in Uganda. We are a forward thinking and dynamic family business with a focus on the welfare and happiness of our team. Our overriding aim is to provide an excellent quality of output to our clients and the communities they serve. We do this by providing our team with all the support and resources they need to be effective and feel valued. We place a premium on work/life balance, and invest significantly in training and skills development.

We are proud of what we have achieved over the last 35 years, and are looking for people to join us who want a career that makes a real impact on people's lives. If you are hard-working and motivated by a challenge, thrive in a flat management structure where everyone is able to air their views, and enjoy a light-hearted but dedicated team culture, then we might be the right fit for you. Working at MJ Medical comes with the following attributes:

- A career working on healthcare design and construction projects around the UK and World
- The opportunity to have a professional career with structured development and nationally competitive salary levels, with the option to be based in Cornwall, one of the most beautiful parts of the country with an exceptional work-life balance
- A clear annual training and development plan, co-developed between team-member and their manager, along with generous associated individual budget
- A well-structured and transparent performance evaluation and remuneration system
- Profit share scheme
- Flexible working hours as standard
- Flexible work from home and from office arrangements
- Accrual of additional annual leave entitlement with each year served and additional one off allowance after 10 and 20 years of service
- A strong, enjoyable and light-hearted team culture
- A flat management structure where team members are encouraged to express their views

35
years'
experience

75
countries

US\$100 billion
capital value

300
healthcare
facility projects

1 Why work for MJ Medical?

- Regular whole company and team social events
- Free Monday team lunch
- Support for, and contribution to, charity raising efforts and participation in community organisations
- Contribute to a structured and funded research and development programme
- A 'family first' attitude to long-term and last minute working arrangements
- Private health insurance
- Salary sacrifice electric car leasing scheme



“MJ Medical has an amazing company culture. I love the variety, the openness to innovation, the support received from management, and the tight-knit structure of our team. I feel privileged to work for a company helping to shape healthcare services and infrastructure for our future generations”

Rose Jago, Consultant

“I started with the company as an ICT graduate, developing a bespoke hospital planning system, over 25 years ago. I am now a Masters qualified Principal Consultant and Company Director; there is no-limit to where you can go at MJ Medical”

Dan Gibson, Director



“The company has a fantastic culture, striking the right balance between providing excellent outputs and investment in the team. This includes training and internal knowledge transfer, and lots of gatherings to bring us all together both in and out of work.”

Debbie Cortes, Finance Manager



“The company has always provided me support through the development of my career, and support in my family and home life too. It's a great place to work.”

Andrew Bertram, Senior Consultant



2 About the role

Job title: Associate Director Clinical Design

Salary: On application

Department: Healthcare Design - Service Delivery Department

Location: Cardiff - Hybrid

Summary:

MJ Medical is an established and well-respected Healthcare Advisory Specialist supporting health and social care clients across the world.

As a senior member of our growing Design Studio based in Cardiff, you will be working alongside our wider team of Healthcare Planning and Equipment and Technology Specialists on a range of major high-profile healthcare projects, both in the UK and overseas.

The role offers the opportunity to help shape and grow our Design Studio; as such you will be required to support the Studio Director and growing team to continue to develop the studio ethos, protocols and systems to ensure the successful design and delivery of our varied portfolio.

In parallel to informing the future direction of the studio you will also lead the delivery of projects aligned with the practice vision. You will be expected to work as a team member and independently on a variety of architectural projects simultaneously and at different RIBA Work Stages. You will also be involved in group meetings to discuss, review, offer advice and experience, in addition to carrying out ad hoc pieces of work across the practice when required.

You will lead your team on assigned projects, liaising and forming close working relationships with healthcare and hospital management executives, senior clinicians, design team consultants and other construction leaders. You will have the responsibility for leading production of all required outputs and services, to the very highest levels of quality, on assigned projects.

As a research led practice, you will also be required to contribute to our Research and Development activities developed by individual team members or in collaboration with our clients, sector suppliers and allied design team professionals.

This is an opportunity to join a small but expert and growing architecture team as a senior project lead where you will become confident in leading client conversations and coordinating design teams, whilst developing your senior leadership and management skills. The position offers the right candidate significant opportunities for advancement, both within the company and in the wider healthcare construction sector.



3 About you

You will have at least 5 years post Part III experience with a balance of design and technical experience preferably on healthcare projects . You should be an ARB registered Architect with a few years' experience in roles on healthcare projects already under your belt.

You should be able to lead a project and be able to hit the ground running in your new role. This will require great project organisation and management skills and an ability to manage your own and other team members work to programme. You'll have a graphic sensitivity in the presentation of your work, be skilled using a variety of design software and illustrative tools and proficient in delivering technical designs using Revit in BIM environments.

You should be committed to continual professional development and be able to develop sophisticated problem solving skills to overcome barriers. You should be committed to delivering the very best output you possibly can, and not be prepared to settle for anything less.

You should be keen for a career that involves continual learning and development, requires hard-work but delivers significant opportunities for effecting real change in people's lives. You should be able to talk to and inspire confidence in people from all walks of life, including senior executives and clinicians from healthcare and public sector organisations.



4 Person specification

Selection Criteria	Essential	Desirable
Skills IT literate <ul style="list-style-type: none"> • MS Office • Revit • AutoCad • Photoshop • NBS Chorus Attention to detail and accuracy Ability to develop effective professional relationships with wide range of clients and peers Excellent communication – written, oral and presentation Analytical skills Organisation and planning	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	✓
Behaviours Commitment to continual professional development Ability to develop problem solving skills to overcome barriers Commitment to equal opportunities Positive 'can do' attitude Commitment to excellence Highly organised Team player Embraces challenges	✓ ✓ ✓ ✓ ✓ ✓ ✓	✓
Knowledge/Qualifications Bachelors Degree in Architecture Building Codes and Standards Architectural building systems Sustainability Construction methodology Building safety Act	✓ ✓ ✓ ✓ ✓ ✓	
Experience More than 5 years post Part III experience in healthcare projects Evidence of research and planning Ability to share research with peers Dealing with clients/customers in a professional manner		✓ ✓ ✓ ✓
Other Factors Prepared to work away from home when required	✓	

5 Job description



Job Title: Associate Director – Clinical Design

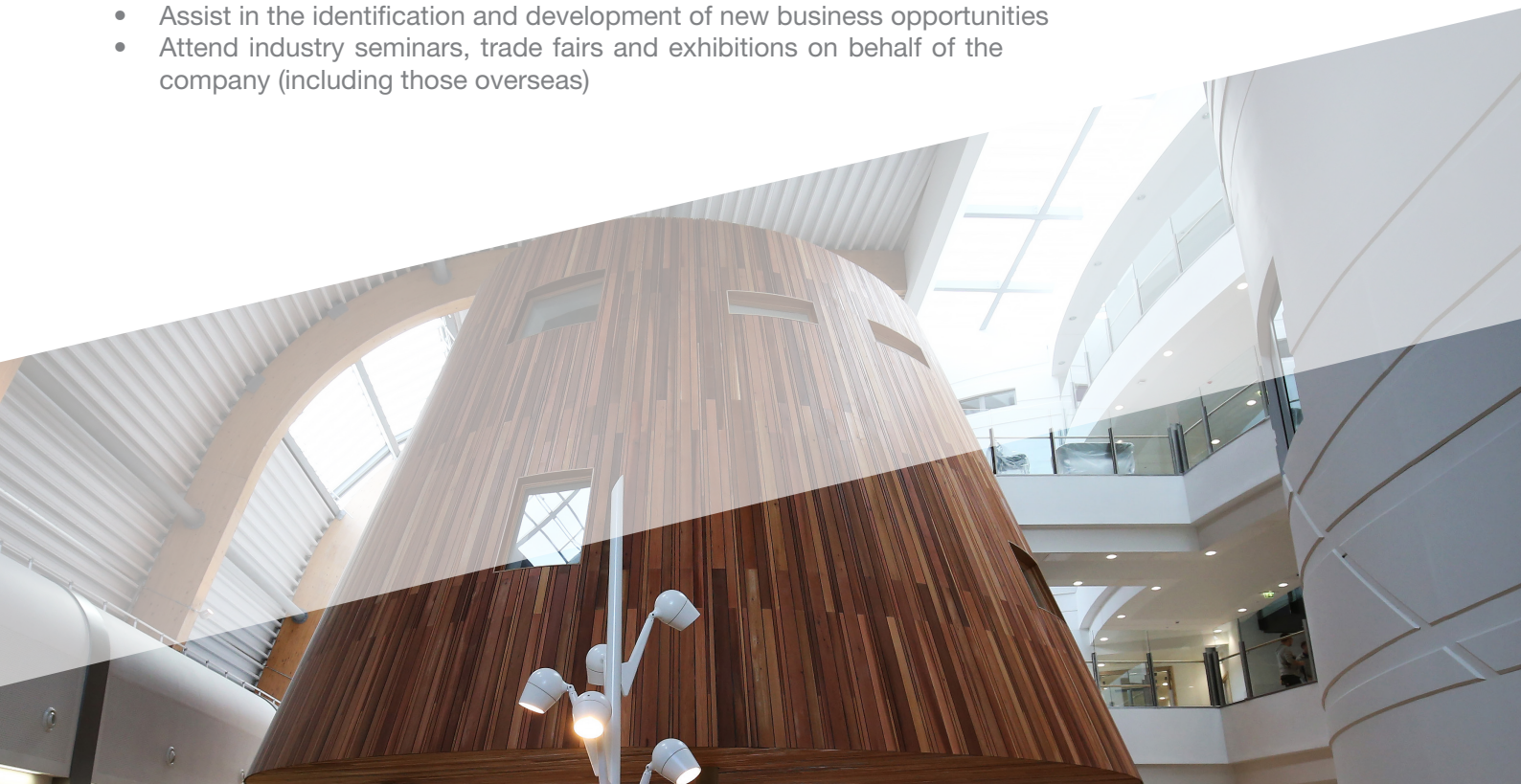
Department: Service Delivery

Grade: AD

Reporting to: Director - Design Services

Summary of Duties, Skills & Approach

- Lead clinical design and architectural inputs into integrated healthcare planning and design service, including:
 - Estates strategies development
 - Development Control Plan development
 - Master planning
 - Functional relationship and pathway development
 - Detailed clinical/space planning at 1:500 and 1:200 scale
 - Co-leading clinical design brief development process
 - Review of clinical design on behalf of clients and partners
 - Leading clinical design stakeholder engagement process
- Lead delivery of technical aspects of all designated projects to required quality standard utilising identified tools and developing innovative processes, assigned resource and methodologies
- Lead client meetings, stakeholder presentations, workshops, project meetings, end user meetings, and commercial meetings (including those overseas)
- Maintain internal and external conduct and communication in-line with position as a senior leader of the company
- Identify and, in conjunction with others, manage risks and issues that may affect project delivery and the company
- Liaise with clients and client representatives regarding all technical aspects of a project
- Assist in the identification and development of new business opportunities
- Attend industry seminars, trade fairs and exhibitions on behalf of the company (including those overseas)



5 Job description



Key Skills

- Excellent organisation, coordination and problem-solving skills
- Strong presentation and graphic skills
- In depth knowledge of key design principles and architectural design techniques
- Experience of delivering projects from inception to completion (in accordance with industry work or business case stages including RIBA Work stages 0-7)
- Familiarity and experience of mainstream industry procurement methodologies and contracts
- Experience of organising and delivering complex technical works packages (including drawings & specifications)
- Proficiency in using computer-aided design (CAD) software, such as AutoCAD and Revit
- Excellent communication, interpersonal and project management skills
- Ability to effectively manage, direct and mentor architectural team members
- Understanding of key statutory compliance requirements (including Building Regulations and Town Planning), relevant codes and guidance (including HBNs and HTMs)
- Knowledge of construction materials, methods (MMC) and processes
- Ability to meet tight deadlines and work on multiple projects simultaneously
- Detail oriented and deadline driven
- Dedication to excellence and delivering quality outputs

General Approach to Role

- Conform to guidelines for general behaviour as outlined in the Team Handbook
- Contribute to general company social and philanthropic activities
- Strive for continual improvement and development of knowledge and skills
- Contribute to company innovation by suggesting new ideas, processes and techniques

Note: This job description reflects the present requirements of this post. If the duties and responsibilities change then the job description will be reviewed and amended in consultation with the post holder.



6 Application process





Associate Director Clinical Design application process



If you are interested in applying for this position, please email an up-to-date C.V., along with a covering letter outlining why you are suitable and highlighting any relevant projects that you have been involved in, to applications@mjmedical.com. Please include the reference ADCD-11/24 in the subject field.

Following a preliminary assessment, short-listed candidates will be invited to an initial interview. Successful candidates from this stage will be invited to a final interview, after which offers will be made to selected candidates and detailed feedback provided to others.

Successful candidates should have the right to work in the UK from the start of their employment.

For further information about this position, please contact Nicola Chandler on

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tel: 01872 226770

