

NHS
Bradford Teaching Hospitals
NHS Foundation Trust

SO MANY REASONS TO JOIN



BRADFORD
UK CITY OF CULTURE
2025

Independently accredited **menopause friendly** employer
PROUD to display the BADGE

disability confident
EMPLOYER

Nursing Times Workforce Summit & Awards
Winner

Bradford Teaching Hospitals
NHS Foundation Trust



WELCOME FROM OUR CHIEF EXECUTIVE, MEL

Dear Candidate,

Thank you for considering a career with Bradford Teaching Hospitals. We're delighted that you're exploring the opportunity to join our team of more than 6,500 colleagues, located over 5 sites in the Bradford District. Our colleagues are all dedicated to providing the best possible healthcare to our communities and we need great values-aligned people to join us.

We believe that Bradford Teaching Hospitals is a great place to work. We are committed to ensuring that everyone deserves a workplace where they can thrive and be their best - at work and beyond. It's essential to us that you feel valued, invested in, and supported in caring for your own health and wellbeing.

We're committed to creating an environment where you are heard, treated with dignity and respect, and trusted to do your job. Every member of our workforce plays a crucial role in delivering compassionate, inclusive and innovative care.

We hope this pack gives you a sense of the exciting opportunities and supportive culture that awaits you here and look forward to receiving your application.

Mel Pickup
Chief Executive





NHS
Bradford Teaching Hospitals
NHS Foundation Trust

WORKING FOR US - WHAT YOU CAN EXPECT

There are lots of benefits and rewards to working for us, ranging from buying or selling annual leave to a fantastic pension scheme.

We continue to look at benefits we can offer you, and strive to improve our facilities to provide you with spaces for you to enjoy.



BENEFITS

- SALARY SACRIFICE SCHEMES INCLUDING CAR LEASING
- CYCLE TO WORK SCHEMES AND CYCLING FACILITIES
- GENEROUS ANNUAL LEAVE
- WAGESTREAM - ACCESS YOUR PAY EARLY
- ACCESS TO DEDICATED NURSERY
- ONSITE GYM AT BRI & SLH
- CARERS PASSPORT

FIND OUT MORE...





Bradford Teaching Hospitals
NHS Foundation Trust



WORKING FOR US - WHAT YOU CAN EXPECT

Feeling valued is an important part of job satisfaction and we want to ensure that everyone at BTHFT can be recognised by the people they work with and the organisation. There are several ways a job well done can be acknowledged and appreciated.

We will continue to develop and nurture our people to create an environment where they can thrive and deliver outstanding care.

RECOGNITION & DEVELOPMENT

PEER TO PEER RECOGNITION INITIATIVE - GREATIX

DAISY AWARDS TO RECOGNISE EXTRAORDINARY NURSES AND MIDWIVES

EMPLOYEE AND TEAM OF THE MONTH AWARD

APPRENTICESHIPS AVAILABLE ACROSS A RANGE OF ROLES AND STAFF GROUPS

MENTORS AND PASTORAL SUPPORT

FIND OUT MORE...





NHS
Bradford Teaching Hospitals
NHS Foundation Trust

WHAT WE ASK OF YOU

We work hard to make BTHFT the best place to work, that's why one of our Values is to be one of the best NHS employers, prioritising the health and wellbeing of our people and embracing equality, diversity and inclusion.

In return there are some things we ask of you too...



We Care

We Value People

We are One Team

- ✓ Show Kindness and compassion to our patients and our colleagues
- ✓ Embrace and celebrate our diversity
- ✓ Seek feedback to constantly improve
- ✓ Align to our values of We Care, We Value People and We are One Team
- ✓ Take action to improve the health & wellbeing of ourselves, our colleagues and our patients
- ✓ Speak up when you see behaviours that don't support our values

Follow us on Social Media

@BTHFT_Recruit

@BTHFT_Recruit

View our live vacancies

WE ARE BRADFORD

NHS
Bradford Teaching Hospitals
NHS Foundation Trust

LIVING IN BRADFORD

Discover Bradford's Heritage



Things to do in Bradford



UK City of Culture 2025



Bradford is packed with brilliant days out, intriguing museums, wonderful art, gorgeous scenery, cultural food, shops to explore and brilliant places to stay. Bradford is UK City of Culture 2025, culture and creativity is never far away.

Made famous by it's wool trade, Bradford now leads the way as a UNESCO City of Film, and boasts a number of world class visitor attractions, including Saltaire UNESCO World Heritage Site; Haworth, Skipton and the thriving former spa town of Ilkley.

Find out more

VISIT BRADFORD
www.visitbradford.com

WE ARE BRADFORD

NHS
Bradford Teaching Hospitals
NHS Foundation Trust

OUR SITES

Bradford Royal Infirmary
(more details here)



St Luke's
(more details here)



Westbourne Green
(more details here)



Eccleshill Community Hospital
(more details here)



Westwood Park
(more details here)



AccessAble

We're proud to offer services from 5 sites, and we strive to make sure our sites are AccessAble

Bradford Teaching Hospitals
NHS Foundation Trust



APPLICATION AND SELECTION GUIDANCE

Read the job description and person specification

The job description and person specification will be used to assess whether you are suitable for the position you are applying for. Applicants who most closely match the person specification will be invited to attend an interview (shortlisted).

Review the person specification, noting the 'Essential' and 'Desirable' indicators. Where a skill is essential you must demonstrate how you have this skill, or you are unlikely to be shortlisted.

Provide clear examples

To stand the best chance of interview is to demonstrate that you have the skills and experience within the person specification, providing relevant and clear examples within the 'Supporting Information' section (e.g. examples of teamwork in an accountancy office for an accountant job).

Keep examples focused on the essential criteria you are trying to demonstrate.

The 'Supporting Information' section is your opportunity to sell yourself and show you are suitable for a vacancy. Consider using the STAR model to help you.

Using Artificial Intelligence (AI)

We accept applications that use AI, however do consider if AI generated content demonstrates your skills, experience and personality. Over reliance on AI generated content may reduce your chance of success, as it may fail to address key criteria which has been outlined in the job description or person specification.

Reasonable Adjustments

If you have a disability or long term health condition we encourage you to indicate this on your application form as this will help us to know if you may require any additional support or reasonable adjustments.

By ticking the appropriate box on the application form, we can also offer a guaranteed interview to those candidates with a disability who meet the essential criteria for the post (even if the wider candidate pool are subject to further sifting). This is considered a good practice positive action measure to provide greater opportunity to candidates with disabilities

Bradford Teaching Hospitals
NHS Foundation Trust



APPLICATION AND SELECTION GUIDANCE

Take your time

Allow yourself plenty of time before the closing date to complete your application but be aware that we may close a vacancy early if we receive lots of applications (no new applications can be submitted after the closing date).

Although applications saved through your Trac account will let you save information previously submitted, you should always adapt your application to show how you meet the person specification of the post you are applying for.

Complete all parts of the application

Take care to input your details correctly such as phone number and email address, as this is how you will be contacted about your application.

All NHS Trusts will ask you to cover your job history and/or education for the past three years. If you have gaps in employment, you will need to enter details of these in the 'Gaps in Employment' section.

Interviews

A shortlisting panel will assess applications against the agreed criteria and invite shortlisted candidates to interview.

Candidates will be asked to bring the following documents to interview:

- Proof of Right to Work in the UK (details will be provided in the invite letter)
- Essential qualifications
- Identity including any change of name documentation, e.g. marriage certificate, adoption certificate (i.e. adopted after the age of 10 years)

Appointment and Pre-employment Checks

Successful candidates will receive a conditional offer of appointment and will be subject to satisfactory pre-employment checks.

Bradford Teaching Hospitals
NHS Foundation Trust

Standard Information

Professional Registration
The jobholder must ensure that continuing professional development is achieved in line with the Registered Body's requirements ensuring any registration is maintained (as appropriate).

Health and Safety/Risk Management
The jobholder must always comply with Bradford Teaching Hospitals NHS Trust Health and Safety policies, especially by following agreed safe working procedures and reporting incidents using the Trust's Risk Incident Reporting System.

Equality and Diversity
The jobholder is required to abide by the Trust's policies and procedures and to actively support the Trust's commitment to equality and diversity in both employment and the delivery of services. All patients, staff and visitors must be treated equitably, with dignity and respect considering their race, gender, ethnic origin, age, disability, sexuality etc.

Training and Personal Development – Continuous Professional Development
The jobholder must take responsibility in agreement with their line manager for their own personal development by ensuring that Continuous Professional Development remains a priority. The jobholder will undertake all mandatory training required for the role.

Patient and Public Involvement
All staff will be expected to comply with S.242 of the NHS Act 2006, that patients and/or the public are involved in certain decisions that affect the planning and delivery of NHS services.

Respect for Patient Confidentiality
The jobholder should always respect patient confidentiality and not divulge patient information unless sanctioned by the requirements of the role.

Environment and Sustainability
All employees have a responsibility to promote sustainability and carbon reduction within the Foundation Trust adhering to our Sustainable Development Strategy and therefore ensuring that all our business is conducted in a sustainable manner.

Infection Prevention and Control
All employees have a personal responsibility to comply with Trust and departmental Infection Prevention and Control policies to protect their own health, the health of patients, visitors, and other employees and to prevent health care associated infections. This includes a requirement to maintain a safe, clean, and tidy work environment and to complete mandatory Infection Prevention and Control Training as provided by the Foundation Trust.

All clinical staff must ensure rigorous and consistent compliance with standard infection control precautions including hand hygiene, dress code and use of personal protective equipment and other clinical care policies and protocols applicable to infection prevention and control. Employees are required to challenge poor performance or poor practice in relation to infection prevention and report any breaches using relevant Trust procedures such as the Incident reporting system.

Safeguarding Children and Adults
All employees have a responsibility to safeguard and promote the welfare of children and adults including but not limited to patients, members of the public and colleagues. The jobholder will be responsible for ensuring they undertake the appropriate level of training in accordance with our safeguarding policy training strategy and that they are aware of and work within the safeguarding policies of the Trust which are available on the Trust intranet pages.