

Appendix I

Model Job Description for Consultant Clinical Scientist (Audiology) & Head of Audiology Services (CCS1 7/25)

PURPOSE OF DOCUMENT:

This document can be adapted by employing organisations to suit local purposes. However, the core content of this job description has been developed to reflect the standards of Good Scientific Practice defined by the Academy of Healthcare Science (AHCS) for Higher Scientific Practice. Employers adopting the core content of this document can be confident that they are fully utilising the scientific leadership skillset and expertise of a Healthcare Scientist (HCS) functioning at consultant level in Audiology, to help ensure safe and effective care for the population served. Additionally, employers can be assured that a recruited individual who is on the Higher Specialist Scientific Register held by the AHCS has demonstrated the necessary competences to safely provide scientific leadership at this level, commensurate with this job description.

It is intended that the job description will be accompanied by other recruitment materials that describe the population served, the profile of the service, and reporting structures for the postholder within the organisation, including for the professional grouping (Healthcare Science).

This job description has been matched by the national job evaluation group (CYM/JEG/0001/2025) against NHS Employers Healthcare Scientist Consultant profile ([healthcare-science-profiles.pdf](#) pages 40-41). It provides an indicative banding level, and organisations should assure themselves with a local job evaluation outcome.

JOB DETAILS

Job Title: Consultant Clinical Scientist (Audiology) & Head of Audiology Services

Band: 8D

Matched to: Healthcare Scientist Consultant

1. ORGANISATIONAL ARRANGEMENTS

Accountable to:

Clinical Director for clinical practice

Senior/Directorate Manager for operational delivery

Key Relationships:

Clinical Director, members of Audiology senior staff team, senior executive level leaders in organisation, ENT Consultants, senior leaders in other clinical teams, organisational healthcare science lead and those commissioning Audiology services from the organisation. Collaborative relationships relating to Audiology will be pursued with those leading healthcare research and development, representatives of HEIs delivering educational and training, third sector organisation leads and representatives of local authority agencies.

Professional collaboration will be required with Consultant Clinical Scientists (CCS) and others locally, regionally and nationally.

2. JOB PURPOSE (Summary)

Reporting to the {*Clinical Director/Directorate Manager*}, the post holder will be responsible for leadership of this scientific service to deliver safe, clinically effective and high-quality care with best use of budgetary and other resources. As the lead professional for Audiology within the organisation, the postholder will provide expert discipline-specific scientific advice on delivery and development of Audiology services. Operational leadership responsibilities will include pursuit of performance, financial, and other organisational objectives. As a senior scientific leader, they will apply a skillset that reflects the domains of Good Scientific Practice* (GSP); professional practice, scientific practice, clinical practice, research, development and innovation, and clinical leadership at consultant level, all applied pro-actively, with the end goal to deliver improved outcomes for the population served. The postholder will be the responsible officer for all domains in the service, with ultimate responsibility for each of them as a professional themselves and for the service that they lead. They will work pro-actively to build strong cross-professional relationships within and beyond the organisation in pursuit of their objectives.

*As described by The Academy of Healthcare Science

3. KEY RESPONSIBILITIES

Aligned with roles of Consultant Clinical Scientists in other health science disciplines and the scope of practice defined by the British Academy of Audiology (BAA)**, the post holder will:

- Provide scientific leadership across Audiology Services.
- Provide advanced clinical scientific expertise and interpretation of clinical data to other NHS professionals, and directly to patients. Working as an integral member of the clinical team, contributing directly to the development and delivery of patient management pathways in Audiology.
- Assume clinical scientific responsibilities at a level of accountability equivalent to that of consultant medical staff; providing high value clinical scientific services that require a significant breadth of clinical, technical, and scientific knowledge and expertise.
- Be accountable for clinical scientific advice and delivering treatment directly to patients to improve patient management and outcomes.
- Provide local, regional, and national strategic leadership of Audiology and contributing collectively across clinical scientific services.
- Be responsible for individual patient care including that delivered by others within the Audiological services that they lead, providing expert assurance to the employing organisation for the assessment, diagnosis and management of cases referred to the service.
- Deliver high-level clinical advice and expert care in the management of complex clinical cases involving hearing and hearing related conditions.
- Provide advice to organisations to assure the safe and effective use of health technologies, including compliance with statutory obligations relevant to Audiology.

- Promote and deliver evidence-based practise through evaluation of existing knowledge but, where sufficient evidence does not exist, understanding the significance of this in deciding best management on an individual patient basis.
- Act as an influential advocate for people living with hearing loss and related conditions.
- Lead the translation of cutting-edge scientific research and education, bringing strategic direction and innovation into clinical practice.
- Provide teaching, training, and professional leadership or Clinical Scientists, trainees and others at local/regional/national/international level within the NHS and in partnership with academia.
- Support workforce modernisation through the development of balanced multi-professional working for clinical scientific service development.
- Contribute to strategic service redesign, leading the introduction of new technologies, diagnostics, and innovations (either technological or non-technological) in a safe and measured manner through research, innovation, and quality service improvement.
- Promote and lead clinical governance, quality, and safety, advocating, and implementing accreditation and professional regulation.
- Providing essential links between the NHS, academia and industry, facilitating, and leading on opportunities for NHS service transformation.
- Delivering care in line with statutory duties.

** <https://www.baaudiology.org/>).

4. DUTIES & RESPONSIBILITIES

Clinical Leadership

- Responsible for the strategic and operational development of the service. Leadership of the strategic development of the service will be within the context of objectives of the organisation and national health policy. The postholder will contribute pro-actively towards higher level planning and policy development as an advocate for Audiology and people with hearing related healthcare needs. Providing expert Audiological advice to clinicians, medical consultants, and senior managers of the organisation, and external bodies.
- Engage with stakeholders and provide leadership to ensure that the Audiology service delivered reflects the needs and preferences of service users and the population served, to ensure that the service is consistent, progressive, responsive, patient focused, safe, equitable, effective, and efficient.
- Encourage use of patient reported outcome measures (PROMS) and other indices to demonstrate the value of Audiology interventions to meet population needs. The postholder will actively promote indicators of the value of Audiology interventions and otherwise raise the profile of Audiology and the local service.
- Provide expert scientific advice and recommendations to those commissioning services to ensure the hearing related needs of the local population are met.
- Lead and motivate Audiology staff to deliver effective care, working collaboratively to achieve agreed service objectives in a changing healthcare environment.

- Contribute pro-actively within the local healthcare science community towards common goals.
- Make a leading contribution through national scientific and professional bodies towards collaborative advancement of Audiology practice, ultimately to the benefit of service users. Ensure that scientific staff similarly contribute to advance their knowledge, skills, and scientific leadership development.

Clinical Practice

- Within their clinical competence at consultant level, provide expert direct patient care for a caseload of the most complex patients for their highly specialised area of Audiological practice, including participation in multidisciplinary teams, where they may take a lead role. They will receive and initiate consultant referrals.
- As a practicing consultant clinician, provide expert clinical advice to other clinicians/teams within and external to the Audiology service, on the care of individual patients and patient groups.
- Lead and encourage the development of an integrated Audiology service that is multi-professional, multi-agency, feature continuous improvement and seeks service user engagement.

Professional Practice, including Quality Assurance

- Ensure high levels of professionalism in own practice, taking a pro-active approach and encouraging the same within the Audiology Team. This will include engagement with other professionals; encouraging a culture of openness to scrutiny; contributing to innovation, and development within and beyond the organisation.
- Responsible for ensuring quality assurance systems are in place across the Audiology service, complying with stipulated national accreditation and other formal schemes (e.g., CQC and UKAS IQIPS) to provide external quality assurance. To include regular audit against standards of good practice, benchmarking activity against key performance and other indicators within a comprehensive quality assurance system.
- Ensure that the Audiology service meets nationally recognised accreditation and/or externally audited service quality standards requirements, within a locally defined quality management system or framework. Identify and progress actions to address any shortfalls and provide improvement.
- Ensure that the service has high standards of day-to-day governance relating to quality of care; that adverse incidents are properly investigated in line with organisational policy, that systems are put in place to learn, share, and improve against any shortfalls. To address any nonconformities that arise, using tools such as root cause analysis to mitigate risk of future incidents or shortfalls.

- To be responsible for the evaluation and auditing of the service's quality management system to ensure demonstrable compliance with the service's own documented standards of practice.

Scientific Practice

- Assess and specify needs of those who would benefit from Audiological interventions, with service users, clinical colleagues, and other stakeholders.
- Ensure that the Audiology service is delivered with a commitment to good governance, demonstrating excellent quality, safety, confidentiality, accountability, reliability, communication, and professional and managerial integrity. This will include the development of associated policies, their implementation and monitoring.
- Provide scientific validation and evaluation of audiological investigation and interventions. This will include application of evidence-based and critical appraisal of practices across the service.
- Assure safe service delivery, with respect to service users and all those in the working environment.
- Provide high level expert advice on Audiological interventions, underpinned by the scientific evidence-base.
- Ensure that the scientific service is delivered in accordance with requirements of national hearing screening programmes, NICE guidance, and national professional standards of good practice.

Research, Development, and Innovation

- Ensure that research and evidence-based scientific practice underpins the Audiology service and shapes service development, advancing delivery of improved care and outcomes.
- Continually improve the quality of the Audiology service by directing and planning the introduction, evaluation, and application of improved clinical procedures and technologies.
- Co-ordinate and implement research, development, and innovation programmes, with ultimate goals of improved patient care. To include identifying opportunities to participate in multi-centre trials through collaboration.
- Promote a culture within the service that values and supports active service-orientated research, development, and innovation.
- Ensure that research activity is compliant with NHS ethical and research governance requirements.

Planning

- Develop annual service level objectives, reflecting organisational objectives, seeking views of staff and other stakeholders.
- Identify opportunities for service developments/innovations, pursuing infrastructure and resources through business cases and other submissions.
- Develop and agree relevant elements of Audiology contributions towards organisational operational plans. Thereafter monitor and report on the delivery of Audiology against the operational plan within an agreed performance management framework.
- Ensure that priorities within the service objectives operational plan are communicated to staff and ensure that actions for these are reflected and monitored within the performance management process.
- Ensure effective service level safety and security for staff and those accessing the Audiology service. This will include ensuring compliance with statutory health & safety requirements.
- Ensure that any implications on the Audiology service arising from plans for other services or national initiatives and external directives that pertain to the Audiology are identified and considered. To negotiate with other parties to secure proportionate resourcing for Audiology or alternatives as required.
- Accountable for the management, delivery and development of service level agreements or contracts with external parties that specifically relate to Audiology.

Performance Reporting, Risk Management

- Ensure effective delivery and robust reporting against scorecard targets set by the organisation, including for key national performance/access targets.
- Ensure effective systems are in place to identify, report and manage risk.
- Work with stakeholders to address and learn from issues/incidents raised by staff, service users, or other external stakeholder related to Audiology service delivery.
- Advise organisation and commissioners on planning requirements to meet strategic healthcare policy developments relevant to Audiology, including those impacting on service quality.

Financial Management

- Responsible for the management/control of the Audiology service budget, taking all reasonable measures to ensure that the service stays within budget and resources are used efficiently.

- Accountable as budget holder for the Audiology budget, procurement, and use of procured resources. Ensure that the service is compliant with the organisation's Standing Financial Instructions.
- Contribute towards organisational financial planning. To include identifying and advising on the full range of options for managing cost pressures on the service, and any adverse clinical and other implications of doing so.
- Responsible for the management of designated Audiology charitable/trust funds.

Human Resources

- Direct the education and training of Audiology staff within the service and contribute to influence complementary career opportunities and pathways at a national level.
- Responsible for the management of all staffing resources within the service, ensuring compliance with organisational policies, including requirements for clinical staff to be registered.
- Ensure that staff are recruited, developed, and motivated to ensure they can perform well in their work, contributing fully towards improvements in the audiological service and the achievement of Audiology/organisational objectives.
- Encourage a positive culture of learning and exploitation of career development opportunities, including clinical leadership.
- Ensure effective communication and engagement is maintained with Audiology staff, organisational teams, and commissioners, regarding planning and delivery of service changes.
- Maintain and develop systems that identify poor performance ensuring that any individuals identified are appropriately supported and managed consistent with organisational policies.
- Review, plan for and maintain manpower and skill mix to ensure optimal for service needs and professional standards, contributing to organisational workforce planning for Audiology.
- Ensure that the service attains and retains external accreditation as an approved training site for Audiology professionals.
- Promote the implementation of Good Scientific Practice by clinical staff within the service.

Other Personal Responsibilities:

- To discharge their duties, the post holder is expected to contribute to the development of Audiology beyond the organisation, through active participation in

identified regional and national groups and bodies, where that work is ultimately beneficial and relevant to the local responsibilities described above.

- As a consultant and professional head of service, the postholder will be the professional lead and act as a point of contact for external organisations on Audiology matters. There is responsibility for successful cooperative working with other audiology professionals across the UK that is consistent with the aims of the Audiology Service.
- The post holder will undertake continued education and training and continue professional development to maintain competency and registration status as a practicing clinician.
- Alert organisational management and/or professional leads where circumstances are compromising safety standards of practice and advise on corrective action.

Personal Specification

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Education / Qualifications	- On Academy of Healthcare Science (AHCS) Higher Specialist Scientific Register (HSSR) for Audiology, or meeting any alternative provisions described by national health agencies, relating to recruitment of those who have held consultant clinical Scientist (CCS) posts. - Doctorate Degree (PhD or AuD) or equivalent level of knowledge. - MSc Audiological Science - HCPC registration as Clinical Scientist (Audiology) - Evidence of continuing professional development relevant to this post	Formal leadership and management qualifications	Certificates Interview Application form
Knowledge and experience	- Advanced knowledge and extensive clinical experience at the highest level within one or more specialist fields within Audiology (<i>any sub-specialism should be stated by the employing organisation</i>). - National professional contribution in Audiology (e.g., British Academy of Audiology or British Society of Audiology). - Team leadership and management. - Service innovation and development. - Knowledge and experience of service quality assurance/improvement. - Knowledge and experience of risk assessment procedures and controls - Professional supervision and appraisal. - Research, development, and innovation: evidence of formal contribution towards published materials subject to peer review. - Contribution towards national policy making in Audiology and/or national projects within the discipline.	- Clinical Experience across career in adult and paediatric Audiology - International contribution in Audiology. - Academic teaching and delivery in HEIs - Project management experience - Contribution through membership of formal research governance structures at organisational and external levels. - Contribution through membership of formal health science bodies and structures at organisational	Application form Interview References

	• Experience and profile within Audiology to provide credibility and the ability to command the respect of all clinical professionals. • Experience of budget management, budget setting, and working knowledge of financial processes • Communication of specialist information at conferences	and external levels • Contribution through membership of formal audit and clinical effectiveness bodies at organisational and external levels	
Skills and abilities	• Excellent communication skills, to convey complex scientific and clinical information to others at all levels, including service users and consultant peers. • High level analytical skills: involving highly complex facts or scenarios, requiring the ability to draw qualitative and quantitative data from a wide range of sources where material or opinion is conflicting and/or incomplete. Thereafter, have ability to synthesise interpretation in a clear concise manner. using experience and scientific knowledge to make informed decisions and provide expert advice. • Ability to plan over short, medium, and longer-term timeframes across the on-going service and project programmes. Ability to adjust plans and strategies accordingly • Excellent team leadership skills and the ability to build and motivate high performing teams. • Able to pro-actively develop effective and mutually supportive relationships with key partners within and beyond the organisation. • Highly developed interpersonal skills to enable effective negotiation, conflict management, feedback, partnership working, and coaching and mentoring. • Self-motivated, showing initiative and the ability to work autonomously. • Excellent organizational skills and time management skills • Excellent teaching, supervisory and appraisal skills		Application form Interview References

	• Ability to maintain good judgement under pressure within a stressful and unpredictable environment. • Ability to work at high levels of concentration during most of the working day. • Application of developed physical skills to perform precise clinical measurements.		
Other	• Membership of relevant bodies e.g., British Academy of Audiology (BAA), British Society of Audiology (BSA), including relevant special interest groups • Good computer literacy, especially spreadsheets and databases		Application form Interview References

Supplementary Information Associated with Agenda for Change Effort Factors

Post Title: Head of Audiology/ Consultant Clinical Scientist

Service: Audiology

Date Completed:

Working Conditions	YES	NO	Comments
Inclement weather		☒	
Excessive temperatures		☒	
Unpleasant smells/odours	☒		Occasional exposure to ear discharge and unclean patients
Noxious fumes		☒	
Excessive noise &/or vibration	☒		Occasional during soundfield (speaker delivered sound) audiological assessment
Use of VDU more or less continuously	☒		Frequent use of computerised patient management and patient reporting system inc when operating linked/associated audiological clinical equipment
Unpleasant substances/non-household waste	☒		Frequent exposure to cerumen (earwax)
Infections Material/Foul Linen	☒		Occasional exposure to ear discharge
Body fluids, faeces, vomit		☒	
Dust/dirt	☒		Occasional when modifying earmoulds
Humidity		☒	
Contaminated equipment or work areas	☒		Frequent exposure to used disposable items placed in ears: otoscope speculae, tympanometry/OAE tips and insert earphones
Driving/being driven in normal situations	☒		Frequent travel to and from Audiology Clinics and meetings across area
Driving/being driven in emergency situations		☒	
Fleas or lice		☒	
Exposure to dangerous chemicals/ Substances in/not in containers		☒	
Exposure to aggressive verbal behaviour where there is little/no support	☒		Occasionally responding to challenging patients while performing examinations, and their significant others who may be resistive to receiving difficult news relating to hearing loss.
Exposure to aggressive physical behaviour where there is little/no support		☒	

Physical Effort	YES	NO	Comments
Working in uncomfortable/unpleasant physical conditions	✓		Frequent work in soundproofed rooms.
Working in physically cramped conditions	✓		Occasional work in smaller soundproofed rooms with restricted space
Lifting weights/equipment with mechanical aids		✓	
Lifting weights/equipment without mechanical aids		✓	
Making repetitive movements	✓		Frequent adjustment of position to work at patients' level, kneeling and crouching to manoeuvre patient and equipment when engaged in direct clinical activities.
Climbing or crawling		✓	
Manipulating objects	✓		Frequent ear impression taking, placement of physiological measurement equipment precisely to fine margins of error
Manual digging		✓	
Running		✓	
Standing/sitting with limited scope for movement for long periods		✓	
Kneeling, crouching, twisting, bending or stretching		✓	
Standing/walking for substantial periods of time		✓	
Heavy duty cleaning		✓	
Pushing/pulling trolleys or similar	✓		Frequent movement of test equipment to and from test locations on trolley
Working at heights		✓	
Controlled restraints i.e. jobs requiring training/certification in this		✓	

Emotional Effort	YES	NO	Comments
Processing (e.g. typing/transmitting) news of highly distressing events	✓		Frequent reporting the confirmation of hearing impairment and management to the appropriate professionals in the form of a written report
Giving unwelcome news to patients/clients/carers/staff	✓		Frequent imparting news of the diagnosis of hearing impairment and management options to patients/carers.
Caring for the terminally ill		✓	
Dealing with difficult situations/ circumstances	✓		Frequent need to approach patients/families sensitively when providing difficult news, including test outcomes that may not be welcome.
Designated to provide emotional support to front line staff	✓		To offer support as necessary to audiological staff in giving test outcomes to patients/carers in less straightforward cases.
Communicating life changing events	✓		The enormous impact of a significant permanent hearing impairment on social, well-being and related specific health issues.
Dealing with people with challenging behaviour	✓		Occasionally patients/carers may challenge test outcomes or find it hard to accept the limitations of management offered relative to their expectations.
Arriving at the scene of an accident		✓	

Mental Effort	YES	NO	Comments
Carry out formal students/trainee assessments	✓		clinics with an individual under professional training where formal assessments of performance are undertaken.
Carry out clinical/social care interventions	✓		Fitting of devices to patients, referral to and liaison with other services/agencies e.g. Education and Social Services.
Analyse statistics	✓		Frequent need to undertake to support clinical audit, research and performance management of the service
Operate equipment/machinery	✓		Frequent use of audiological equipment requiring fine motor skills, frequently with time limitations.
Give evidence in a court/tribunal/ formal hearings	✓		As Expert witness (infrequent)
Attend meetings (describe role):	✓		Presentation to senior management colleagues, government officers, multi-agency and multi-professional groups. Also, national and international forums in a number of roles from leader to contributor
Carry out screening tests/ microscope work		✓	
Prepare detailed reports	✓		Frequent production of patient reports, following analysis of test findings
Check documents	✓		Checking of Audiology policy and other documents at all levels. Frequently reading patient referrals and case notes. Frequent reference to related test protocols, local and standards All frequently associated with exacting time constraints.
Drive a vehicle	✓		Frequent travel by car within the local area, region, nationally, and internationally
Carry out calculations	✓		Frequent need in analysis of test results, comparison of these with normative data. Frequent use of highly complex clinical and performance data. All frequently associated with exacting time constraints.
Carry out clinical diagnosis	✓		As the most senior professional in the field in the organisation for the discipline. As the senior consultant to colleagues Frequent interpretation of all test findings to determine the extent and nature of hearing impairment and thereafter selection of management options.
Carry out non-clinical fault finding	✓		At the highest level to advanced and highly technical equipment

Freedom to Act		YES	NO	Comments
Does the post holder generally work with the supervisor/manager close by/available			✓	As a lead professional required to work autonomously
Does the post holder generally work with the supervisor/manager contactable by telephone			✓	As the Lead professional required to work autonomously
Is the post holder the lead specialist in their field		✓		Within at least one of the specialist areas in Audiology.
How often on average is guidance/advice given	Daily	Weekly	Other (Comment)	Never for clinical activity.
How often is your work checked/monitored/assessed	Daily	Weekly	Other (Comment)	Frequent reporting of results to other professionals in written form Annual Personal Development Review Peer Review