Candidate Information

Position:	Foundation Training Year (FTY) Lead Pharmacist
School/Department:	School of Pharmacy
Reference:	26/113741
Closing Date:	Monday 23 November 2026
Salary:	£42,972 - £51,270 per annum.
Anticipated Interview Date:	Friday 11 December 2026
Duration:	Permanent

JOB PURPOSE:

The post holder will join the NICPLD FTY team to manage and lead the planning, implementation, monitoring and evaluation of the FTY. The post holder will work closely with the other FTY Lead pharmacists and support the Associate Dean for FTY in all aspects of the FTY.

NICPLD:
NICPLD is funded by the Department of Health to deliver a wide range of pharmacy learning and development programmes across Northern Ireland. Some programmes are also available to other healthcare professionals. Programmes are offered through two websites: www.nicpld.org and www.medicinesni.com

NICPLD staff are employed by Queen's University Belfast. This role is primarily home-based (remote working), with access to office facilities at the Northern Ireland Medical and Dental Training Agency (NIMDTA), Beechill House, Belfast, and occasional in-person attendance as required. This hybrid arrangement differs from the typical working model at Queen's University Belfast and reflects the unique nature of the post.

The post is fulltime although we can consider a minimum of 0.8 FTE.

MAJOR DUTIES:

1. Contribute to the development of the FTY to meet the standards set out by the pharmacy regulators.
2. Deliver the NICPLD FTY programme. This involves working with trainee pharmacists and their educational supervisors and designated prescribing practitioners, having responsibility for a group of trainee pharmacists (circa 40 trainee pharmacists) and their supervisors to support and monitor progress and completion of the FTY.
3. Contribute to the induction of trainee pharmacists and to the development and delivery of other development day sessions within the NICPLD FTY formal learning programme.
4. Provide the required support for trainee pharmacists including portfolio review and advice, progress review meetings and ongoing progress monitoring. Identify and support trainee pharmacists requiring additional support.
5. Evaluate the quality of the learning provided in the FTY to inform future programme development thereby enhancing the quality and effectiveness of the programme delivered.
6. Develop appropriate assessment tools to enable trainee pharmacists to demonstrate their knowledge and skills against the learning outcomes in the FTY programme.
7. Participate in FTY programme board meetings to ensure that trainee pharmacists have completed all the necessary components for sign-off.
8. Participate in educational research and audit programmes in NICPLD to monitor the quality and effectiveness of the FTY programme.
9. Promote and ensure prudent use of NICPLD budget and resources and support business planning processes.
10. Support equality, diversity and inclusion initiatives in the FTY programme.
11. Assist with the development, implementation and maintenance of NICPLD policy and procedures associated with FTY.

12. Be a role model for trainee pharmacists and their supervisors.
13. Demonstrate partnership working with all stakeholders involved in FTY in Northern Ireland.
14. Contribute to the planning of the live education and training programme as part of overall business planning.
15. Provide educational and professional expertise regarding the development of eLearning components to support pharmacists undertaking FTY.
16. Occasional travel to NICPLD offices.

ESSENTIAL CRITERIA:

1. Degree in Pharmacy.
2. Member or eligible for membership of the Pharmaceutical Society of Northern Ireland.
3. A minimum of 3 years recent experience as a Registered Pharmacist.
4. Experience of mentoring/developing others in the workplace.
5. Experience of working in community pharmacy and/or hospital and/or primary care.
6. Experience of networking within pharmacy and of multi-disciplinary collaboration.
7. Experience in project management and/or audit and demonstrable evidence of managing competing priorities.
8. Appropriate digital skills including the ability to use Microsoft Word, PowerPoint and Excel and with an interest in emerging technologies relevant to pharmacy practice.
9. Excellent communication skills, including written, interpersonal and presentation skills.
10. Ability to plan own work schedule responding to new pressures and adjusting priorities.
11. Effective when working as part of a team.
12. Innovative, flexible and manages change.
13. Commitment to continuing professional development.
14. Willingness to work outside normal working hours when required.
15. Access to transport or ability to meet the mobility requirements of the post.

DESIRABLE CRITERIA:

1. Postgraduate qualification in a related area.
2. Experience of delivery of professional education.

ADDITIONAL INFORMATION:

Informal enquiries can be directed to: Dr Catherine Shaw - catherine.shaw@qub.ac.uk.