

# **EYNHAM MEDICAL GROUP**

**Eynsham Medical Centre & Long Hanborough Surgery  
Oxfordshire, OX29 4QB & OX29 8JL**

## **Practice Business Manager**

**Full time – 37.5hrs per week**

**Salary in the range of £55,000-£70,000 per annum depending upon experience.**

This is an established, long standing, progressive and respected GP practice, with a growing list size of 16,000 patients, where strong values are placed upon empathetic patient care, staff well-being and ensuring the effective and efficient running of the Practice as a business.

An exciting opportunity has arisen for an accomplished and highly motivated Practice Business Manager with a proven background in leadership and management; and with a demonstrable ability to manage all aspects and overall performance of General Practice.

The successful candidate will take responsibility for organisational leadership, service improvement and delivery of key targets across all clinical, financial and administrative areas within the practice, which is located within 2 bright, modern and purpose-built buildings.

Previous senior management experience, leadership, HR and people skills, finance, strategic direction, competency in office IT and effective communication skills at all levels is essential. Candidates must be conscientious, pragmatic and eloquent; with the passion, integrity and initiative to drive success.

This is a supportive and inclusive patient centred GP practice; working with colleagues in the NHS and locality to provide the best possible patient care. The work environment encourages talented individuals to thrive and make a difference; and this is demonstrated by an open-door policy, considered work/life balance for all team members and the encouragement and celebration of personal development.

Supported by an excellent administrative and clinical team, you will also have the vision, willingness and drive to adapt to NHS targets and changes within a profitable, effective and efficient working environment.

For further information, please go to: [Jobs \(firstpracticemanagement.co.uk\)](https://www.firstpracticemanagement.co.uk/jobs)

**Closing date 26<sup>th</sup> February 2024**

**First Practice Management – Recruitment Advisors**