



Oxfordshire, OX26 6AT

## PRACTICE and PRIMARY CARE NETWORK (PCN) MANAGER

Full time 37.5hrs per week

Salary in the range of £50,000- £65,000 per annum, depending upon experience

We are a progressive, well-established and highly regarded GP practice based in Bicester, Oxfordshire, with a growing patient list of 20,000. As an active member of our local Primary Care Network, we collectively serve a combined population of around 55,000 patients. Strong values sit at the heart of everything we do – empathetic patient care, staff wellbeing, and the effective and efficient running of both the Practice and the PCN.

We are looking for an accomplished and highly motivated Practice and PCN Manager to join us in a senior leadership role. This is a genuinely exciting and well-supported opportunity for someone who wants to grow into a comprehensive, career-defining role at the heart of both practice and network management.

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### The Role

In the first phase of the post, your responsibilities will span two complementary areas:

*PCN Management (from day one)*

- Coordinating services across our member practices and supporting network-wide delivery priorities
- Working collaboratively with NHS colleagues and locality partners to provide the best possible care to our combined population of 55,000 patients
- Leading on PCN targets, projects and external relationships
- Managing PCN finances including ARRS funding and budget allocation across three practices

*Practice Management (developed collaboratively over 18 months, then fully assumed)*

- Organisational leadership and overall performance of the practice
  - Delivery of key targets across all clinical, financial and administrative areas
  - HR, people management and staff development
  - Financial management and strategic direction
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### **A Planned and Supported Transition**

Over the next 18 months this role will transition to take on additional responsibility when our experienced Practice Manager retires. During this time, you will work closely and collaboratively alongside them, benefiting from their knowledge while bringing fresh energy and leadership to the role.

Initially, you will hold full responsibility for PCN management and in addition you will progressively take on practice management responsibilities with the full support of your colleague and wider team.

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### **What We're Looking For**

You will bring proven experience in senior management and leadership within general practice or a comparable NHS setting, along with:

- Strong HR and people management skills
- Financial acumen and experience managing budgets
- The ability to set and deliver strategic direction
- Confident, effective communication skills at all levels
- Competency across office IT systems

Above all, we are looking for someone conscientious, pragmatic and passionate – with the integrity and initiative to drive real change and the interpersonal skills to work collaboratively during a period of transition and beyond.

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### **Our Culture**

This is a supportive, inclusive and patient-centred practice where talented individuals are encouraged to thrive and make a difference. We operate an open-door policy, take work/life balance seriously for every member of the team, and actively celebrate personal development. You will be supported by an excellent administrative and clinical team and will have the vision and drive to adapt and lead within an ever-changing NHS landscape



**Armed Forces veteran  
friendly accredited  
GP practice**

For further information, please go to:-  
[www.firstpracticemanagement.co.uk/jobs/](http://www.firstpracticemanagement.co.uk/jobs/)

**Closing date 9am Friday 10<sup>th</sup> April 2026**  
First Practice Management – Recruitment Advisors