

Human resources (HR) manager

Our HR managers make sure that our frontline staff and other colleagues are supported and available to deliver the care our patients need.

"I chose the NHS over the private sector because the focus is on people rather than profit."

[Read Richard's story](#) ^[1]



Working life

You'll have responsibility for recruitment, selection, appraisal, staff development and training, understanding and implementing employment legislation and welfare.

As an HR manager, you may have responsibility for workforce planning or work for one or more directorates, such as surgery or accident and emergency where you will provide HR support and advice. This might involve:

- advising on the redeployment of staff from a ward that is closing
- advertising strategies for the recruitment of new staff.

Some senior HR managers will have broad areas of responsibility, such as:

Apprenticeships logo

- operations
- training
- development and recruitment
- implementing national initiatives.

Roles in human resource management

There are a variety of job roles and job titles in this area of management. Here are some examples of job roles.

- human resources manager
- medical staffing manager
- assistant director of human resources (workforce development)
- divisional human resources manager

Human resources manager

You could be working in a specialist trust providing mental health services for adults, older people, children and adolescents and also substance misuse and specialist learning disabilities.

In this type of role, you would take a lead role in the trusts human resources agenda and lead on specific corporate HR objectives. You could be responsible for the:

- recruitment & retention of staff
- maintenance of the attendance management process
- handling formal grievance and disciplinary process and appeals
- the design and delivery of training and development programmes
- providing advice on principles and detail of employment legislation and good practice
- the maintenance of effective employee relations including participation in local formal consultation machinery and processes of job evaluation, salary administration and reward management.

Medical staffing manager

Working in a hospital NHS trust, you'd typically have responsibility for all medical staff working within the trust, with the exception of medical students. This would include responsibility for:

You'll need to be able to build relationships at all levels, and have current knowledge of the NHS HR agenda

- terms and conditions of medical staff
- recruitment and selection of professional grade staff.

You'd advise and support medical staff on HR-related issues and could be involved with the international recruitment of medical staff, workforce planning and the European [Working Time Directive](#) [2].

Assistant director of human resources (workforce development)

In this example, you'd lead the trust's development and implementation of a comprehensive training and development plan working in partnership with areas of the trust also delivering education. Delivery of the plan would involve liaison with partner organisations across the region. Key elements of such a post would be:

- effective leadership
- staff development
- workforce planning.

Divisional human resources manager

Here, you'd be one of four HR managers working within a university hospitals' NHS trust providing strategic development and leadership support. You'd be managing a team of 16 and manage a budget of over £700,000. You'd be expected to ensure that there was excellent communication between colleagues.

Want to learn more?

- [Find out more about the entry requirements, skills and interests required to enter a career in HR management](#) ^[3]
- [Find out more about the training you'll receive for a career in HR management](#) ^[4]

• Pay and conditions

Most jobs in the NHS are covered by the [Agenda for Change \(AfC\)](#) ^[5] pay scales. This pay system covers all staff except doctors, dentists and the most senior managers.

Your precise role in HR management within the NHS will affect your salary. There are some positions in HR at [AfC](#) ^[6] band 5, with opportunities at specialist and managerial level from bands 6 to 8, and rising to Band 9 for the most senior roles below director level. At director and similar levels, you would be on the Very Senior Managers pay scales.

Staff in the NHS will usually work a standard 37.5 hours per week. They may work a shift pattern.

Terms and conditions of service can vary for employers outside the NHS.

• Where the role can lead

With further training and/or experience, you may be able to develop your career further and apply for more senior managerial roles in HR and related functions. Progression for those with ability is typically via operational management in a large organisation. Relocation for promotion is common.

Relevant HR management qualifications and membership of organisations such as the Chartered Institute of Personnel and Development may be an advantage and will be a requirement for some posts.

More diverse routes are now opening up, for example, jointly-funded posts between health and social services.

Graduates from the [NHS Graduate Management Training Scheme](#) ^[7] are expected to gain rapid promotion.

- **Job market and vacancies**

When you're looking for managerial jobs in human resources and related functions, there are a number of sources you can use but most NHS vacancies can be found on the [NHS Jobs website](#) [8].

Just some of the current vacancies can be found below.

Find a vacancy

Enter your location or postcode

Show results within

Search

- **Human Resources Advisor**

Greater Manchester, BL1 5DD

Salary:

£38682.00 to £46580.00

Type:

Permanent

Employer:

North West Ambulance Service NHS Trust

[Apply now on NHS Jobs for Human Resources Advisor job \(opens in a new window\)](#) [9]

- **HUMAN RESOURCES ASSISTANT**

Stockton-on-tees, TS18 3NA

Salary:

£28000.00

Type:

Permanent

Employer:

Alliance Psychological Services Limited

[Apply now on NHS Jobs for HUMAN RESOURCES ASSISTANT job \(opens in a new window\)](#) [10]

- **HR Manager**

Maidstone, ME16 8RL

Salary:

Negotiable

Type:

Permanent

Employer:

The Vine Medical Centre

[Apply now on NHS Jobs for HR Manager job \(opens in a new window\)](#) ^[11]

- **HR Manager**

Leeds or North East, LS11 5DZ

Salary:

£45000.00 to £50000.00

Type:

Permanent

Employer:

Akari Care Limited

[Apply now on NHS Jobs for HR Manager job \(opens in a new window\)](#) ^[12]

- **HR Manager**

Plymouth, PL68BT

Salary:

£45942.00 to £52897.00

Type:

Fixed-Term

Employer:

Peninsula Dental Social Enterprise CIC

[Apply now on NHS Jobs for HR Manager job \(opens in a new window\)](#) ^[13]

- **Assistant Human Resources & Organisational Development Partner**

Chesterfield, S44 5BL

Salary:

£37338.00 to £44962.00

Type:

Fixed-Term

Employer:

Chesterfield Royal Hospital NHS Foundation Trust

[Apply now on NHS Jobs for Assistant Human Resources & Organisational Development Partner job \(opens in a new window\)](#) ^[14]

- **Human Resources & Organisational Development Business Partner**

Gloucester, GL3 4AW

Salary:

£55690.00 to £62682.00

Type:

Permanent

Employer:

Gloucestershire Health and Care NHS Foundation Trust

[Apply now on NHS Jobs for Human Resources & Organisational Development Business Partner job \(opens in a new window\)](#) ^[15]

- **HR / Compliance Manager**

Burnley, BB12 6HH

Salary:

Negotiable

Type:

Permanent

Employer:

East Lancashire Alliance

[Apply now on NHS Jobs for HR / Compliance Manager job \(opens in a new window\)](#) ^[16]

- **HR Legal Services Manager**

Filton, Bristol, BS34 7QH

Speke, Liverpool, L24 8RB

Dodworth, Barnsley, S75 3FG

Birmingham, B15 2SG

London, SW17 0RB

Manchester, M13 9LL

London, NW9 5BG

Newcastle Upon Tyne, NE2 4NQ

Salary:

£64455.00 to £74896.00

Type:

Permanent

Employer:

NHS Blood and Transplant

[Apply now on NHS Jobs for HR Legal Services Manager job \(opens in a new window\)](#) ^[17]

- **Deputy HR Advisory Manager**

Teddington, TW11 8HY

Salary:

£53751.00 to £60651.00

Type:

Permanent

Employer:

Kingston and Richmond NHS Foundation Trust

[Apply now on NHS Jobs for Deputy HR Advisory Manager job \(opens in a new window\)](#) ^[18]

- **Quality and HR Support Manager**

Dorking, RH4 1SD

Salary:

Negotiable

Type:

Permanent

Employer:

Medwyn Surgery

[Apply now on NHS Jobs for Quality and HR Support Manager job \(opens in a new window\)](#) ^[19]

- **HR, OD and L&D Manager**

Bootle, L20 8AH

Salary:

£47810.00 to £54710.00

Type:

Permanent

Employer:

Midlands and Lancashire Commissioning Support Unit

[Apply now on NHS Jobs for HR, OD and L&D Manager job \(opens in a new window\)](#) ^[20]

- **HR & OD Recruitment Team Lead**

Chesterfield, S44 5BL

Salary:

£26530.00 to £29114.00

Type:

Permanent

Employer:

Chesterfield Royal Hospital NHS Foundation Trust

[Apply now on NHS Jobs for HR & OD Recruitment Team Lead job \(opens in a new window\)](#) ^[21]

- **Operations Manager /Deputy Practice Manager**

Chester le Street, DH3 3SL
Chester Le Street, DH3 3QD
Washington, NE38 9EJ

Salary:

£30000.00 to £34500.00

Type:

Permanent

Employer:

Bridge End Surgery

[Apply now on NHS Jobs for Operations Manager /Deputy Practice Manager job \(opens in a new window\)](#) ^[22]

- **Operations Manager (Registered Manager) Childrens Homes**

Chieveley, RG18 9NU

Salary:

£60000.00 to £75000.00

Type:

Permanent

Employer:

Prior's Court Foundation

[Apply now on NHS Jobs for Operations Manager \(Registered Manager\) Childrens Homes job \(opens in a new window\)](#) ^[23]

- **Deputy Practice Manager (progression to Practice Manager)**

London, SE3 0EN

Salary:

Negotiable

Type:

Permanent

Employer:

Manor Brook Medical Centre

[Apply now on NHS Jobs for Deputy Practice Manager \(progression to Practice Manager\) job \(opens in a new window\)](#) ^[24]

- **Home Manager**

Mollington, CH1 6NP

Salary:

£40000.00 to £80000.00

Type:

Permanent

Employer:

Barchester Healthcare

[Apply now on NHS Jobs for Home Manager job \(opens in a new window\)](#) ^[25]

- **PCN Manager**

Ongar, CM5 0AL

Salary:

£50000.00

Type:

Permanent

Employer:

Ongar Health Centre

[Apply now on NHS Jobs for PCN Manager job \(opens in a new window\)](#) ^[26]

- **Facilities Manager**

Sheffield, S36 6BR

Salary:

£27105.00

Type:

Permanent

Employer:

Penistone Group Practice

[Apply now on NHS Jobs for Facilities Manager job \(opens in a new window\)](#) ^[27]

- **Theatre Manager**

Leicester, LE5 1HY

Salary:

Negotiable

Type:

Permanent

Employer:

Nuffield Health

[Apply now on NHS Jobs for Theatre Manager job \(opens in a new window\)](#) ^[28]

- **Pharmacy Manager**

Kingston Upon Hull, HU10 7AZ

Salary:

Negotiable

Type:

Permanent

Employer:

Spire Healthcare Ltd

[Apply now on NHS Jobs for Pharmacy Manager job \(opens in a new window\)](#) [29]

- **Ward Manager**

York, YO23 1DE

Salary:

Negotiable

Type:

Permanent

Employer:

Brainkind

[Apply now on NHS Jobs for Ward Manager job \(opens in a new window\)](#) [30]

- **Energy Manager**

Basingstoke or Winchester, RG24 9NA

Salary:

£53755.00 to £60504.00

Type:

Permanent

Employer:

Hampshire Hospitals NHS Foundation Trust

[Apply now on NHS Jobs for Energy Manager job \(opens in a new window\)](#) [31]

- **Decontamination Manager**

Chorley, PR7 1PP

Salary:

£53755.00 to £60504.00

Type:

Permanent

Employer:

Lancashire Teaching Hospitals NHS Foundation Trust

[Apply now on NHS Jobs for Decontamination Manager job \(opens in a new window\)](#) [32]

- **Registered Manager**

Southwell, NG25 0PT

Salary:

£60000.00 to £60000.00

Type:

Permanent

Employer:

Nottinghamshire County Council

[Apply now on NHS Jobs for Registered Manager job \(opens in a new window\)](#) [33]

- **Practice Manager**

Brighthouse, HD6 1AT

Salary:

Negotiable

Type:

Permanent

Employer:

Rydings Hall Surgery

[Apply now on NHS Jobs for Practice Manager job \(opens in a new window\)](#) ^[34]

- **Waste Manager**

Willerby, HU10 6ED

Salary:

£38682.00 to £46580.00

Type:

Permanent

Employer:

Humber Teaching NHS Foundation Trust

[Apply now on NHS Jobs for Waste Manager job \(opens in a new window\)](#) ^[35]

- **Catering Manager**

Yorkshire and Humber, S13 7PG

Salary:

£14.24

Type:

Permanent

Employer:

Cygnnet Health Care

[Apply now on NHS Jobs for Catering Manager job \(opens in a new window\)](#) ^[36]

- **Home Manager**

Port Talbot, SA13 1DF

Salary:

Negotiable

Type:

Permanent

Employer:

HC-One

[Apply now on NHS Jobs for Home Manager job \(opens in a new window\)](#) ^[37]

- **Management Accountant**

Yate, BS37 5AF

Salary:

£38682.00 to £46580.00

Type:

Permanent

Employer:

Sirona care & health CIC

[Apply now on NHS Jobs for Management Accountant job \(opens in a new window\)](#)

[38]

- **Practice Manager**

Doncaster, DN6 0HZ

Mexborough, S64 9AE

Doncaster, DN12 4AB

Doncaster, DN12 3JW

Salary:

Negotiable

Type:

Permanent

Employer:

AMP Group Practice

[Apply now on NHS Jobs for Practice Manager job \(opens in a new window\)](#) [39]

- **Management Accountant**

Huntingdon, PE29 6FH

Salary:

£31049.00 to £37796.00

Type:

Permanent

Employer:

Cambridgeshire and Peterborough NHS Foundation Trust

[Apply now on NHS Jobs for Management Accountant job \(opens in a new window\)](#)

[40]

- **Reception Manager**

Wallasey, CH45 5LN

Salary:

Negotiable

Type:

Permanent

Employer:

St Georges Medical Centre

[Apply now on NHS Jobs for Reception Manager job \(opens in a new window\)](#) ^[41]

- **Team Manager**

Sunderland, SR2 0NB

Salary:

£46148.00 to £52809.00

Type:

Permanent

Employer:

Cumbria, Northumberland, Tyne and wear (CNTW) NHS Foundation Trust

[Apply now on NHS Jobs for Team Manager job \(opens in a new window\)](#) ^[42]

- **Operations Manager**

Blackpool, FY4 4TW

Blackpool, FY1 3JW

Blackpool, FY1 3JG

Salary:

Negotiable

Type:

Permanent

Employer:

Adelaide Street Family Practice

[Apply now on NHS Jobs for Operations Manager job \(opens in a new window\)](#) ^[43]

- **Care Manager**

Ipswich, IP3 8NS

Salary:

£47810.00 to £54710.00

Type:

Permanent

Employer:

East Anglia's Children's Hospices

[Apply now on NHS Jobs for Care Manager job \(opens in a new window\)](#) ^[44]

- **Pharmacy Manager**

Redruth, TR15 2AF

Salary:

Negotiable

Type:

Permanent

Employer:

Superdrug

[Apply now on NHS Jobs for Pharmacy Manager job \(opens in a new window\)](#) ^[45]

- **Practice Manager**

London, SW5 9AD

Salary:

Negotiable

Type:

Permanent

Employer:

Earl's Court Medical Centre

[Apply now on NHS Jobs for Practice Manager job \(opens in a new window\)](#) ^[46]

- **Team Manager**

Chieveley, RG18 9NU

Salary:

£30000.00 to £33000.00

Type:

Permanent

Employer:

Prior's Court Foundation

[Apply now on NHS Jobs for Team Manager job \(opens in a new window\)](#) ^[47]

- **Ward Manager**

Birmingham, B13 8QE

Salary:

£46148.00 to £52809.00

Type:

Permanent

Employer:

Birmingham Women's and Children's NHS Foundation Trust

[Apply now on NHS Jobs for Ward Manager job \(opens in a new window\)](#) ^[48]

- **Ward Manager**

Birmingham, B13 8QE

Salary:

£46148.00 to £52809.00

Type:

Permanent

Employer:

Birmingham Women's and Children's NHS Foundation Trust

[Apply now on NHS Jobs for Ward Manager job \(opens in a new window\)](#) [48]

- **Team Manager**

Redditch, B97 6QS

Salary:

£47810.00 to £54710.00

Type:

Permanent

Employer:

Inclusion

[Apply now on NHS Jobs for Team Manager job \(opens in a new window\)](#) [49]

- **Disclosure Manager**

Basingstoke, RG23 9NA

Salary:

£29970.00 to £36483.00

Type:

Permanent

Employer:

Hampshire Hospitals NHS Foundation Trust

[Apply now on NHS Jobs for Disclosure Manager job \(opens in a new window\)](#) [50]

- **Therapy Manager**

Crediton, EX173NH

Salary:

£47810.00 to £54710.00

Type:

Permanent

Employer:

Royal Devon University Healthcare NHS Foundation Trust

[Apply now on NHS Jobs for Therapy Manager job \(opens in a new window\)](#) [51]

- **Ward Manager**

Llandrindod Wells, LD1 5HF

Salary:

£46840.00 to £53602.00

Type:

Permanent

Employer:

Powys Teaching Health Board

[Apply now on NHS Jobs for Ward Manager job \(opens in a new window\)](#) [52]

- **Practice Manager**

Colchester, CO3 4LN

Salary:

Negotiable

Type:

Permanent

Employer:

Primary Care Careers

[Apply now on NHS Jobs for Practice Manager job \(opens in a new window\)](#) ^[53]

- **Properties Manager**

Nr Radlett, WD7 9HQ

Salary:

£57888.00 to £64880.00

Type:

Permanent

Employer:

Hertfordshire Partnership University NHS Foundation Trust

[Apply now on NHS Jobs for Properties Manager job \(opens in a new window\)](#) ^[54]

- **Therapy Manager**

Exmouth, EX8 2JN

Salary:

£47810.00 to £54710.00

Type:

Permanent

Employer:

Royal Devon University Healthcare NHS Foundation Trust

[Apply now on NHS Jobs for Therapy Manager job \(opens in a new window\)](#) ^[55]

- **Centre Manager**

London, WC1N 3AJ

Salary:

Negotiable

Type:

Permanent

Employer:

Amethyst Radiotherapy

[Apply now on NHS Jobs for Centre Manager job \(opens in a new window\)](#) ^[56]

- **Practice Manager**

Northampton, NN3 8DW

Salary:

£35000.00 to £50000.00

Type:

Permanent

Employer:

Weston Favell Primary Care Centre - Favell Plus GP Surgery

[Apply now on NHS Jobs for Practice Manager job \(opens in a new window\)](#) ^[57]

- **Imaging Manager**

Preston, PR2 9SZ

Salary:

Negotiable

Type:

Permanent

Employer:

Ramsay Health Care UK Operations Limited

[Apply now on NHS Jobs for Imaging Manager job \(opens in a new window\)](#) ^[58]

- **Deputy Manager**

Droitwich Spa, WR9 7SS

Salary:

£16.50

Type:

Permanent

Employer:

Avery Healthcare Group Ltd.

[Apply now on NHS Jobs for Deputy Manager job \(opens in a new window\)](#) ^[59]

- **Practice Manager**

Wrexham, LL13 8DB

Salary:

Negotiable

Type:

Permanent

Employer:

St Georges Surgery

[Apply now on NHS Jobs for Practice Manager job \(opens in a new window\)](#) ^[60]

- **Operations Manager**

St. Albans, AL1 3HD

Salary:

Negotiable

Type:

Permanent

Employer:

Parkbury House Surgery

[Apply now on NHS Jobs for Operations Manager job \(opens in a new window\)](#) ^[61]

- **Ward Manager**

London, SW10 9NG

Salary:

£56276.00 to £63176.00

Type:

Secondment

Employer:

Central and North West London NHS Foundation Trust

[Apply now on NHS Jobs for Ward Manager job \(opens in a new window\)](#) ^[62]

- **Home Manager**

Pencoed, CF35 5LP

Salary:

Negotiable

Type:

Permanent

Employer:

HC-One

[Apply now on NHS Jobs for Home Manager job \(opens in a new window\)](#) ^[63]

- **Dispensary Manager**

Swindon, SN26 7BE

Salary:

£16.32

Type:

Permanent

Employer:

Westrop Medical Practice

[Apply now on NHS Jobs for Dispensary Manager job \(opens in a new window\)](#) ^[64]

- **Property Manager**

Durham, DH1 5RD

Salary:

£46148.00 to £52809.00

Type:

Permanent

Employer:

Tees Esk and Wear Valleys NHS Foundation Trust

[Apply now on NHS Jobs for Property Manager job \(opens in a new window\)](#) ^[65]

- **Practice Manager**

Saltash, PL12 4BU

Salary:

Negotiable

Type:

Permanent

Employer:

Port View Surgery

[Apply now on NHS Jobs for Practice Manager job \(opens in a new window\)](#) ^[66]

- **Team Manager**

Wembley, Brent, London, HA9 6JE

Salary:

£61631.00 to £68623.00

Type:

Permanent

Employer:

Central and North West London NHS Foundation Trust

[Apply now on NHS Jobs for Team Manager job \(opens in a new window\)](#) ^[67]

- **Further information**

For further information about a career in HR management, please contact

- [Chartered Institute of Personnel and Development](#) ^[68]
- [Healthcare People Management Association](#) ^[69]
- [National Association of Medical Personnel Specialists](#) ^[70]
- [NHS Graduate Management Training Scheme](#) ^[71]

Other roles that may interest you

- [Administrative management](#) [72]
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