



High Wycombe, HP12 3AF

PRACTICE BUSINESS MANAGER

Negotiable hours for the right person 28-37.5hrs per week

Salary (FTE) £45,000 - £55,000 (pro rata to hours worked)

This is a long established, friendly, efficient and supportive practice, widely respected for its collaborative working. We embrace change and new technologies whilst maintaining the traditional model of a GP led care.

Talented individuals are encouraged to thrive and make a difference and an exciting opportunity has arisen for an accomplished and highly motivated manager, with strategic vision, to join this highly respected 10,300 patient medical practice. Candidates must be conscientious, provide solid leadership and have a sound knowledge of strategic business management, finance, planning and HR.

The successful candidate will have hands-on responsibility for organisational leadership, service improvement and delivery of key targets across all clinical and administrative areas within the practice.

Working alongside the Partners and supported by an excellent administrative and clinical team you will be responsible for the day-to-day smooth running of this patient centred practice. You will also have the vision, willingness and drive to adapt and lead the practice forward.

Previous management experience, excellent communication, team-working skills, proven senior leadership experience, a high-level IT literacy and analytical skill are essential requirements for this post.

NHS management experience is desirable but not essential.

Please note – there is limited disabled access from the ground floor.

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

Closing date 24th April 2025

First Practice Management – Recruitment