

## NORTH & WEST DIVISION



### THREE HARBOURS MEDICAL GROUP

#### CARE NAVIGATOR (BAND 3)

#### (OR DEVELOPMENT ROLE AVAILABLE)

**Salary: £26,869 - £28,998 pro-rata**

Three Harbours is an NHS Highland GP Practice situated in Caithness with bases in Wick, Thurso and Lybster. We have an exciting opportunity for a Care Navigator to join our multi-disciplinary team.

Ideally the post will be based in Thurso, however, this may be negotiable for the right candidate - there is a requirement to work on all sites, in accordance with service requirements.

You will be instrumental to ensuring our patients receive the right care from the right professional at the right time. To be successful in this role you will have good interpersonal and IT skills. You will be methodical with excellent attention to detail and you will be a team player. You will provide a comprehensive reception service to our patients and have a wide range of administrative duties. This is a busy role, within a fast paced, friendly and supportive environment.

A development role may be available for the right candidate.

This is a permanent part-time post of 36.63 hours per week. The Practices are open Monday to Friday from 0800 to 1800 hours and you will be required to work flexibly to ensure cover is provided across the full working week.

Informal enquires welcome; please contact Amy Harrold ([amy.harrold@nhs.scot](mailto:amy.harrold@nhs.scot)) or Joanna Groves ([Joanna.groves@nhs.scot](mailto:Joanna.groves@nhs.scot))

Contact telephone numbers: 01955 602355 (Wick) 01847 892027 (Thurso) or 01593 721216 (Lybster).

Apply online via: <https://apply.jobs.scot.nhs.uk/Job/JobDetail?JobId=213320>

Recruitment team can be contacted by e-mailing [nshighland.recruitment@nhs.scot](mailto:nshighland.recruitment@nhs.scot) or by telephoning 01955 880404/880410.

***Short-listed applicants will normally be contacted by email, unless otherwise stated. Please check your emails regularly, including your junk/spam folder.***

***PLEASE NOTE - You should apply for this post by completing the application process on Job Train. We suggest you use Internet Browser "Google Chrome" or "Microsoft Edge"***

***DO NOT upload a CV as this will not be used for short listing purposes.***

***Once you have submitted your application form you will be unable to make any amendments.***

***For help to complete an application on Job Train please click [here](#).***

**CLOSING DATE FOR APPLICATIONS: 30<sup>TH</sup> APRIL 2025**

**Please quote Jobtrain reference 212933 on all correspondence**