



INFORMATION SHEET – MONDAY 27th MAY 2024

KINGS PRACTICE



Dr G M Scott, Dr D McElnea, Dr I Erwin, Dr M Allan, Dr C Duffy

Medical Reception Opportunity

- Have you a positive work ethic?
- Would you like experience of working as part of a small, friendly team?
- Are you keen to get first hand experience of dealing with the public?
- Would you like life experience to support an application to further education?

Yes?

Then read on....

Kings Practice has a vacancy for a Medical Receptionist for a total of 8.75 hours per week, Monday to Friday. The vacancy is for either one candidate or two candidates sharing the role. The hours of work will be 4.30pm to 6.15pm.

The successful applicant/s must be able to demonstrate a mature approach to all that they do, be prepared to take on responsibility as required and be keen to learn new tasks. Duties will include making appointments, dealing with Patient and third party enquiries both face to face and over the telephone. The use of IT is central to the role and so the successful candidate must be able to demonstrate excellent IT skills.

This is an excellent opportunity for anyone considering a future career in healthcare or who is keen to experience working as part of a small cohesive team.

Applications should be made to Mrs Lesley Scott, Office Manager in the form of a CV and full supporting letter. Closing date for applications is Friday, 14th June 2024 at 6.00pm. Applications should be e-mailed to kingspractice.tayside@nhs.scot and marked for the attention of Lesley Scott.

A full job description is available upon request and informal visits are welcomed.

Please note it will be a requirement that if the successful applicant/s is a patient of the practice they will be required to register at an alternative practice.

Kings Practice, 133 [Glover street](#) Perth PH2 0JB, Tel: 01738 621844 - Fax: 01738 636070
www.kingspggloverstreetperth.co.uk e-mail kingspractice.tayside@nhs.scot

The Future Routes Fund has reopened for applications!

The Future Routes Fund was designed for young people by young people and is open to teams and individuals aged 11-26 from across Scotland who have an idea that would help young people connect with nature. We hope to turn some ambitious, inspiring, and exciting ideas into reality, empowering young people to deliver their own projects and have a positive impact on Scotland's biodiversity and climate. Individuals can apply for £500 to £2,000, and teams can apply for £1,000 to £5,000. A panel of young people will assess applications and decide which projects receive funding.

The Fund will be open for applications from 14 May to 19 June. Successful projects will need to be delivered by 30 of November 2024

<https://www.nature.scot/doc/future-routes-fund-round-2024-guidance>

Opportunity to be part of the Fund assessment panel

<https://outdoorlearningdirectory.com/future-routes-fund-youth-panel-opportunities/>

Why get involved?

- Have a say in the funding opportunities for young people in Scotland.
- Help empower and equip young people to take action for biodiversity and climate.
- Meet other young people involved in nature and youth projects.
- Gain a deeper understanding of grants and the process of awarding funding.
- Develop the following skills and more:
 - Decision making
 - Clear and effective communication
 - Critical thinking
 - Teamwork and negotiation
 - Information analysis
- Influence how NatureScot provide funding and help us make it more accessible to all.
- You will receive a certificate for your participation and hours to log towards the Saltire Award.
- Any costs incurred will be covered by NatureScot – this includes travelling to the in-person workshop (near Perth) and catering offered during the day.



WILL YOUR YOUNG
CHAMPIONS BE
INSPIRED TO TRY
SOMETHING NEW
THIS SUMMER?



1st July - 14th August

SUMMER 2024

HOLIDAY PROGRAMME

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