

# Job description

## Job Title: Agile Coach (12 month fixed-term)

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Workbase: 1 North Crofty, Tolvaddon Energy Park, Camborne, TR14 0HX

(Note: The Company Office location may change from time to time.)

Line Manager: Software Engineering Manager

Responsible for:

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### Main Purpose of Job:

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We are a health technology company entering a stage of rapid expansion. To support this growth, we are looking for an experienced Agile Coach to join our team. You'll be a key member of the Product Delivery Team focussed on coaching cross functional teams in agile practices. Our Product Delivery team is experiencing rapid growth and we're always keen to improve our agile processes to keep up with this exciting expansion. The key goal of this role will be to help deliver improvements in team efficiency and effectiveness. This would be demonstrated by consistent adoption of good agile practices, improved velocity across teams and an improved ability for us to size new work to aid roadmap planning.

#### Environment:

LumiraDx Care Solutions operate from Camborne within a professional and friendly environment focused on clear commercial targets.

#### Functional links with:

You will work closely with other members of the Product Delivery team which includes; Product Managers, Product Owners, UX Designers, Solution Architects, Database Administrators, Software Engineers and Test Engineers. You will also work closely with the clinical safety and quality assurance teams.

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[www.lumiradx.com](http://www.lumiradx.com)



**Microsoft Partner**  
Gold Application Development

## Duties and Responsibilities

### Specific:

1. Coach and nurture cross-functional delivery teams in agile practices to ensure that consistent good practices are adopted across all teams
2. Support the delivery of software using agile practices while ensuring that regulatory requirements are met
3. Have strong prior experience in an Agile Coaching role and excellent knowledge & experience of Agile teachings, approaches and behaviours.
4. Be ready to help teams across the wider organisation to adopt the Agile methodology
5. Have superb communication skills
6. Be capable of teaching and coaching the adoption of agile practices such as BDD, user story mapping and prioritisation techniques through a rich set of facilitation, training and coaching tools and models
7. Show passion and live the agile values and principles, be an inspiring and confident evangelist. Be an effective collaborator who inspires partnership.
8. Strive to continuously improve team teams' Agile mind-set, practices, processes, and team dynamics, while maintaining or improving their ability to deliver consistently and at a sustainable pace
9. Work closely with the teams to support them in not only delivering value, quality, and a great customer experience, but also removing non-value-adding activities, bottlenecks, and blockers
10. Coach teams to develop a Product mind-set and take a user-focused approach
11. Work with Product Managers and Product Owners to support the development of plans and roadmaps, as needed
12. Encourage effective collaboration across teams and drive focus towards outcomes
13. Define metrics to track progress and enable feedback to assess agile adoption, and drive continuous improvement

**General:**

- Create and maintain Standard Operating Procedure (SOP) and Work Instruction (WI) documentation as required.
- Participate in team and process reviews as well as retrospectives.
- Actively engage in continuous development of your skills.
- To work with and uphold the team values:
  - Enjoyment & Enthusiasm
  - Sharing Knowledge
  - Thoroughness
  - Communication
  - Teach & Develop
- Work at all times in accordance with:
  - The company Values and Culture.
  - The Health & Safety at Work Act 1974 and to follow all company procedures and guidelines that assist this.
  - The company Quality and Information Security Management Systems for example, but not limited to, ISO9001, ISO13485 & ISO27001.
  - To work at all times in accordance with the Health & Safety at Work Act 1974 and to follow all company procedures and guidelines which assist this.
  - To work at all times in accordance with the company’s Dignity & Diversity Policy.
  - Data Protection Legislation, including by not limited to Data Protection Act 2018, General Data Protection Regulation 2016/679
- Undertake such other duties as may be required within the general scope of the job.

**Other:**

This job description is not intended to be too “prescriptive” and a degree of flexibility is expected. As business needs change, so the role and responsibilities may change subject to a full discussion and agreement on any changes.

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**Signed by Post Holder**

Signed:.....

Date.....

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## Recruitment Pack: Agile Coach (12 months fixed contract)

### About LumiraDx Care Solutions and LumiraDx

LumiraDx is a global health technology business, delivering safer, more effective and cost-efficient, diagnostic-led care.

Our vision is to improve patient outcomes and lower healthcare costs. To achieve this, we deliver accurate, actionable health data quickly and simply, wherever and whenever it's needed.

Our unique integration of health and point of care diagnostic data, smart technology platform and supported self-care programmes delivers dynamic, digital healthcare solutions across whole populations that can be customised to meet the demanding healthcare requirements of today.

Our Care Solutions development unit, based at our Cornwall site, is responsible for delivering clinical knowledge, education and intelligent technology via our software and platform to enable care teams to move patients with long-term conditions toward supported, self-care.

### Benefits

We have an award-winning workplace situated five minutes from local beaches, where employee wellbeing is a key focus. We are proud of our culture and operate in a sociable, relaxed and fast paced environment where innovation and collaboration is encouraged. We offer many employee benefits including, free teas, coffee, soft drinks and fruit. We also offer discounted membership at local gyms, car parking and access to our Life Coach during work time. We put on two social events per year and we offer a 5% non-contributory employer pension scheme and 25 days holiday per year plus bank holidays.

This role will be based with the Care Solutions Team.

### Recruitment process

Please read the job and person specifications enclosed with this document. Please also complete the application form and return it with an optional CV to [careers@LumiraDx.co.uk](mailto:careers@LumiraDx.co.uk).

*Please note that CVs received without a fully completed application form will not be considered.*

*Applications from overseas candidates will only be considered if they already have a valid UK work visa.*

Applications will be reviewed after the closing date and a short list of candidates will be selected for a first stage interview at our Camborne office.

If selected you will be asked to bring the following original documents (photocopies will not be accepted) to the interview:

- Proof of identity (e.g. a valid passport)
- Eligibility to work in the UK
- Proof of qualifications

Person specification: Agile Coach

Salary:	Competitive salary dependant on experience
Holidays:	25 days plus statutory Bank Holidays per annum
Normal place of work:	Tolvaddon Energy Park, Camborne Cornwall.
Start date:	As soon as practical
Contract:	Full time, permanent.
Deadline for application:	Ongoing recruitment

Assessment criteria	Essential	Desirable	How Assessed
Experience	<p>Proven hands-on experience from working as an Agile Coach, Team Coach or SCRUM Master and a strong passion for lean and Agile methods</p> <p>Experience with both Kanban and Scrum applied as the primary methodologies on different teams</p> <p>Experience in supporting a team to deliver increments of working software in a regular sprint cycle</p> <p>Experience in identifying and effectively implementing continuous improvements</p>	<p>Experience as a software developer or a good foundational knowledge of systems interactions (APIs, microservices, layered architecture...)</p> <p>Experience of coaching in lean product techniques</p> <p>Experience delivering training</p> <p>Scrum, Kanban or similar certifications</p>	AF/IN
Knowledge	<p>Understanding of equality and diversity issues</p> <p>Knowledge of or experience of working with ISO9001, ISO13485 &amp; ISO27001</p> <p>Good commercial awareness</p>	<p>Understanding of information governance, privacy and data security within a healthcare setting</p> <p>Understanding of risk management</p>	AF/IN

<p>Skills and abilities</p>	<p>Excellent written and verbal communication skills</p> <p>Excellent skills in facilitation and coaching</p> <p>The ability to work as part of a team and individually</p> <p>Have very strong adaptation skills to coaching style depending on the team's maturity and need</p> <p>Have an intuition and a genuine passion for helping teams and individuals to grow</p> <p>Have fantastic interpersonal skills, shown through building great relationships with people at all levels of a business</p>		<p>AF/IN</p>
<p>Attributes</p>	<p>A passion for agile and lean software development and continuous improvement</p> <p>Pragmatic person with a strong drive of moving forward and making things happen</p> <p>Unafraid to challenge, raise issues and drive changes within and outside of the team</p> <p>Have a big passion for creating a team out of a group</p> <p>A high degree of integrity, confidentiality and commitment</p>		<p>REF/In</p>

**Position – Job Title**

The information that you provide on this form will be treated as confidential and will be used only for personnel administration.

Personal Details	
Title (Mr/Mrs/Miss/Ms/Dr):	
First name(s):	
Surname:	
Address:	
Postcode:	
Email address:	
Telephone number (Day/Evening):	
Nationality:	
National Insurance number:	
Work permit required?	
If yes please give VISA type and expiry date	
Do you have a valid Driving licence?	
Do you have the use of a car?	
Earliest available start date:	
How did you hear about this vacancy?	

Education and Training			
From	To	Institution	Qualification

Education and Training			

Professional Qualifications
<p>Please provide details of any membership of professional bodies or associations:</p>

Other Details		
Do you have any financial, business or personal interests that could conflict with the business interests of LumiraDx and LumiraDX Care Solutions UK Ltd?	Yes	No
If yes please provide details:		
Are you related to or a friend of any employee of LumiraDx Care Solutions?	Yes	No
If yes please provide details:		

Please provide details of your employment history with the most recent first. Please include any gaps in employment e.g. periods of unemployment or travelling.

Employment History	
From (MM/YY):	
To (MM/YY):	
Employer's name & address:	
Job title:	
Brief description of duties:	
Reason for leaving:	
From (MM/YY):	
To (MM/YY):	
Employer's name & address:	
Job title:	
Brief description of duties:	
Reason for leaving:	
From (MM/YY):	
To (MM/YY):	
Employer's name & address:	
Job title:	
Brief description of duties:	
Reason for leaving:	

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From (MM/YY):	
To (MM/YY):	
Employer's name & address:	
Job title:	
Brief description of duties:	
Reason for leaving:	

### Other Relevant Experience

Please tell us of any other experience that you think is relevant to your application:



### Suitability for the Role

Using the job and person specification please tell us why you are the most suitable candidate for the position:



### Criminal Convictions

Date	Offence	Sentence (include suspended)

### Financial Information

Have you ever been declared bankrupt or had any CCJs registered against you?  
Yes / No  
If yes, please provide full details

### References

Most recent employer or college

Name:

Job title:

Organisation:

Address:

Telephone  
number:

E-Mail Address:

May we contact this referee prior to a job offer being made?

Yes

No

References		
Second referee (previous employer or college)		
Name:		
Job title:		
Organisation:		
Address:		
Telephone number:		
E-Mail Address:		
May we contact this referee prior to a job offer being made?	Yes	No

Should you be invited to an interview you will be required to sign and date a printed copy of this completed declaration?

Declaration	
<p>I declare that the information contained in this form is accurate and complete. I understand that any false or misleading statements may result in the refusal or termination of employment by the company and any offer of employment is subject to satisfactory references being obtained.</p> <p>I authorise LumiraDx and LumiraDX Care Solutions UK Ltd to contact my referees.</p>	
Applicants signature:	
Print name:	Date: