

## **Your Voice in Health and Social Care Chairman of the Board Role Description**

### **About the role**

We are looking for someone to join YVHSC as Chairman of the Board with knowledge, experience and passion for promoting better health and social care for local people.

The Board represents an advisory body overseeing strategic direction and monitoring the progress of YVHSC in different boroughs. You will be responsible for shaping the future organisation and establishing the basis for building a large local membership from all communities in the borough.

### **Key Tasks**

#### **1. Oversee governance of services under YVHSC, working other members of the Board and CEO to ensure:**

- Compliance with the agreed codes of governance, financial regulations, national guidance and delegated authorities;
- To understand roles and responsibilities with appropriate arrangements for appraisal, training and development;
- To commit to YVHSC approach to valuing diversity and equal opportunities through its service delivery and employment.
- Chair regular Board meetings to ensure key issues are discussed by the Board in a timely manner and addressed with an agreed approach.

#### **2. Contribute to the performance of the Board to ensure:**

- The Strategic Group's business is conducted efficiently and effectively through a framework
- Adequate delegation and systems of internal control that enables the work of YVHSC to be carried on effectively between meetings of the Strategic group.
- Implementation of frameworks for effective budget and risk management.
- Effectiveness of YVHSC through the use of expertise, skills and experiences, either as a Board member in an appointed capacity, or to Board/work groups.

### **3. Chair Board meetings, participating in other committees/groups where required, ensuring:**

- Meetings should be conducted in a way that all members are given the opportunity to express their views and that appropriate standards of behavior are maintained in line with an agreed code of conduct.
- Decisions are taken as delegated through the appropriate procedures.
- To declare any relevant personal, professional or commercial interests in any matters being discussed by the Board.

### **4. Monitoring performance:**

- Work together to strive for continuous improvement and to drive excellence for YVHSC and local health and social care services.
- Contribute to the scrutinising and reviewing performance and patient, service user, carer and wider community satisfaction with reference to the performance of comparable organisations.
- Identify, approve and oversee a range of projects through to evaluation of impact and publishing of reports.
- Oversee the publishing of an Annual Report and Accounts each year, highlighting priorities, progress & key issues.

### **5. Public Engagement**

- To oversee the development of a comprehensive community development strategy to ensure YVHSC is reaching the diverse communities in relevant boroughs, including those who are seldom heard.
- To be involved as the outward face of YVHSC at Public Engagement events and conferences, demonstrate leadership and take an active role in public and membership engagement.

### **6. Maintaining good relationships with staff:**

- Build and maintain effective working relationships with the YVHSC Chief Officer, the staff team and senior staff within other organisations and to work in partnership.
- Provide appropriate management, advice, support and challenge to the YVHSC Staff.
- To work with staff in an overarching guiding capacity, not in a day-to-day line management role.

## 7. Representing YVHSC:

- Build and maintain good relationships with key stakeholders, including members of the public, patients, service users, carers, Healthwatch England, the Department of Health, Care Quality Commission, Monitor (Regulator of NHS Foundation Trusts), NHS funded providers, Clinical Commissioning Group, Health & Wellbeing Board, and the local Council.
- Act as an ambassador and representative for the organisation, upholding the reputation of YVHSC and its values.
- Network and promote the achievements, purposes and benefits of Healthwatch Bromley.
- Ensure that YVHSC is represented on variety of Health and Wellbeing Boards across the different boroughs and plays a proactive role in decisions relating to the Health and Wellbeing Strategy, planning, commissioning and delivery of health and social care.
- Ensure representation from YVHSC is evidence based and supported by data

### Is this the right role for me?

#### Requirements of Board Members:

- Board Meetings – Board members are expected to attend all scheduled meetings of the YVHSC Board.
- Working together – Board members will be required to support the objectives and policies agreed by the Board, and to contribute to and share responsibility for the decisions of the Board. They will be expected to work constructively with other Board and committee members and staff of YVHSC.
- Code of Conduct – Board members will be expected to abide fully with YVHSC’s code of conduct, to maintain high standards of probity and follow the Nolan principles of standards in public life. They must also present a positive image of the Board and YVHSC at external events.
- Training – Board members are encouraged to identify personal training and
- Development needs, and seek opportunities for development, attending training events as required.
- Board meetings and Working Groups – There will be various Board meetings of the periodic work groups, that Board members may be required to participate in.
- Preparation time – Board members are required to allocate time for reading reports and preparing for Board Meetings (and where appropriate Board meetings and working groups)

- Other attendance – Board members may be requested to attend other events and associated meetings linked to supporting, developing or promoting YVHSC and its objectives.

**Are you interested? For more information contact YVHSC, on **0203 886 0839** or email**

**YVHSC's CEO Tim Spilsbury at [tim@yvhsc.org.uk](mailto:tim@yvhsc.org.uk) or**

**YVHSC's Chair Stephen Clark at [stephenclark114@gmail.com](mailto:stephenclark114@gmail.com)**