

Chair of Healthwatch Bradford and District

We are looking for an experienced and skilled person to take up this exciting and challenging voluntary position, leading the board of Healthwatch Bradford and District.

Working closely with a small staff team, and our committed volunteers, you'll help Healthwatch Bradford to make positive change in local health and care.

You'll have the skills, experience and enthusiasm to lead the organisation in line with our vision and values.

Our vision

We believe that by listening to local people, understanding their experiences, and involving them in decisions, health and social care can be better for everyone.

We strive for equal access, outcomes, and treatment for everyone using health and social care services in our district.

By helping people find the information they need, and connecting them to advice or support, we help people make positive choices and have healthier lives.

All of our work is informed by our values:

Inclusive
Influential
Independent
Credible
Collaborative

You can read more about the organisation and our work at
www.healthwatchbradford.co.uk

About the organisation

Healthwatch Bradford and District is here to make sure local people get the best from health and social care services.

We listen to people's experiences of health and social care services today, and we give them a voice on how they are designed for the future.

We're a small, independent organisation - with a big job to do. We work across the whole district, covering all publicly funded health and social care services.

Everything we say and do is informed by our connections to the people and communities of Bradford District.

Healthwatch Bradford and District has strong relationships with decision makers in health and care; we know they take us seriously, value our independent insight, and act on what we say.

Healthwatch has been established in every local authority area in England since April 2013, and our functions are established by statutory guidance:

- help people find the information they need to make choices and get the most from health and social care services;
- listen to people's views about their needs or experiences, and make sure these views are heard by those setting up and delivering services;
- get local people involved in how health and social care services are planned and provided, leading to improvements for all;
- produce reports and recommendations which influence the way services are designed and delivered at both a local and national level.

The Healthwatch Bradford and District Board is responsible for the governance of the organisation:

- ensure that Healthwatch Bradford and District is governed and run in an inclusive way that benefits the whole of the local community;
- set the strategic direction for the organisation, defining its vision, values and priorities; ensure that Healthwatch Bradford and District is well run, achieves its aims and objectives, and effectively manages performance and risks;
- be fully accountable and maintain a clear public, patient, service user, care and wider community focus.

The contract to deliver Healthwatch in Bradford District is held by Community Action Bradford and District.

The role of the Chair of Healthwatch Bradford and District Board

Healthwatch Bradford and District needs a highly skilled and motivated person to provide leadership and strategic direction to the board as Chair. You will play a key role in shaping the workplan for the staff team and ensuring we deliver impact for local people.

The Chair will ensure that Healthwatch develops and maintains positive and effective relationships with our statutory and voluntary sector partners, while championing the voices and views of the public. You will work collaboratively with staff, stakeholders, volunteers, communities and individuals, winning trust and commitment from people at all levels.

The Chair will be passionate about community engagement in health and social care, and committed to helping local people get the best from health and care services.

Working with the Board and staff, the Chair will ensure Healthwatch Bradford and District achieves its objectives, meets contractual requirements, and operates to the benefit of all local communities.

Key responsibilities of the Chair

- To support the continued development of the Healthwatch Bradford and District, ensuring that the organisation achieves its objectives;
- To lead the Board in developing a clear vision, strategy, priorities, behaviours and objectives to deliver on the purposes of Healthwatch Bradford and District, in line with legal and contract requirements;
- To provide visible leadership in developing a positive culture for the organisation, and act as an ambassador for Healthwatch Bradford and District, including representing the organisation at meetings or events;
- To prepare and lead formal board meetings and ensure that the Board operates in an effective, inclusive and transparent manner;
- To ensure accountability of the board through properly constituted working groups and effective performance management arrangements;
- To operate in partnership with the voluntary organisation hosting Healthwatch in the Bradford district - Community Action Bradford and District;
- To maintain a proactive and constructive dialogue with statutory bodies, commissioners and health and social care providers;
- To play a pivotal role in building strong partnerships with local people and stakeholders including elected members, key health and social care commissioners and providers.

Person Specification

Experience:

- Experience of leadership in an organisation as a member of a management board, committee or senior management team;
- Experience of building and developing successful partnerships, alliances and working relationships with a range of organisations, stakeholders and communities.

Knowledge and Skills:

- Good understanding of health, social care and wellbeing policy, issues and current challenges;
- Able to demonstrate good awareness and understanding of the current environment in Bradford and District (and the surrounding areas), and how local health and social care services are delivered;
- Strong communication and interpersonal skills, able to liaise effectively with a wide a range of stakeholders and audiences;
- Strong strategic and planning skills, able to analyse complex information, demonstrate clear analytical intellect and guide rational decision making;
- Demonstrate an understanding of good governance principles.

Personal behaviours and motivation:

- Lead and inspire staff and other board members to achieve the best outcomes for the community;
- Be innovative and forward thinking in promoting better outcomes in health and social care;
- Provide leadership and guidance to staff and other board members during periods of change and challenges;
- Be a role model of the behaviours, values and ethics of Healthwatch Bradford and District;
- Lead an effective and inclusive Board and operate in an open and transparent manner, bringing people together to work collaboratively and where necessary challenging and / or holding other board members and stakeholders to account;
- Adhere to the Nolan principles of public life;
- Live or works within the Bradford Metropolitan District (desirable).

Eligibility and independence

In addition to the requirements above, applicants for the position of Chair must be over the age of 18. All members of the board will need to sign up to a Code of Conduct.

Healthwatch Bradford and District will be an independent, non-partisan organisation serving the needs of all communities, so it is essential that the successful candidate can fully demonstrate that they, and their close family members, have no actual, perceived, or potential conflicts of interest as a result of their existing roles in the local health and social care economy. Therefore applicants are likely to be preferred who are not:

- Associated with health or social care providers or whom supply health and social care services;
- Providers affiliated with a private company providing goods and services to local healthcare and social care providers;
- Commissioners of health and social care services;
- Elected members of Local or Central Government.
- Attached to the governing bodies of NHS or other health and social care providers or commissioners.

Persons disqualified by law from acting as trustees, including anyone described in sections 178 to 180 of the Charities Act 2011 may not apply. Persons who have been excluded and or removed from community / voluntary organisations for misconduct may not apply.

Enhanced Criminal Records Bureau Check and References

The formal appointment of the Chair will be subject to the completion of an enhanced CRB / DBS check and a minimum of two references.

Practicalities

Applications for the position of Chair are welcomed from people with a strong commitment to the aims of Healthwatch who have the relevant experience and knowledge set out in this role and person description.

The Chair will be supported by the manager and staff of Healthwatch Bradford and District.

This is a voluntary position, an honorarium payment of £3,000 per annum will be offered and expenses will be reimbursed in line with our policies.

It is envisaged that the chair's responsibilities would require a time commitment of around two days per month.

You can request an application form from the Healthwatch Bradford and District office, telephone 01535 665258 or download one from our website www.healthwatchbradford.co.uk. The deadline for the return of application forms is Thursday 7th September.

Recruitment will be carried out by a panel drawn from Community Action Bradford and District, and the current Board.

Shortlisted candidates will be offered an informal interview for the role, held at our office at Central Hall, Keighley, BD21 3JD.

If you would like more information, please contact Victoria Simmons on 01535 665 258 or email victoria@healthwatchbradford.co.uk

Our values

Inclusive

- We work for everyone, not just those who shout the loudest.
- We are approachable, and we communicate clearly.
- We work actively to overcome barriers, engaging with people and communities who might struggle to be heard.

Influential

- We are responsive. We take what we learn and translate it into action.
- We are innovative and creative. We know that we can't change things by sticking to the status quo.
- We use the power of our local, regional, and national networks to increase our impact.

Independent

- We are independent and act on behalf of the people of Bradford District.
- We listen to people and speak loudly on their behalf.
- We challenge those in power to design and deliver better health and social care services.

Credible

- We value knowledge. We seek out data and intelligence to challenge assumptions with facts.
- We like to highlight what works well but are not afraid to point out when things have gone wrong.
- We hold ourselves to the highest standards.

Collaborative

- We keep the debate positive and we get things done.
- We work in partnership with the public, the voluntary and community sector, and the health and social care system.
- We learn from people's experiences and from specialists and experts. We build on what is already known and collaborate in developing and sharing new insights.