

September 2020

Recruitment pack

Chair of the Board of Trustees

A message from the current Chair

Dear Candidate,

Thank you for your interest in the role of Chair at National Voices.

National Voices is the leading coalition of health and social care charities, with approximately 160 members from both large charities such as Macmillan Cancer Support and small ones such as Endometriosis UK.

We are a small organisation, 10 years old, and widely respected as a leader in health and social care policy and practice, routinely asked to give advice to central government and health agencies. We championed the concept of “person centred care”, which is now widely accepted as central to modern health care and was adopted in the recent NHS Long Term Plan.

In spring last year, we were delighted to appoint Dr Charlotte Augst as our new Chief Executive. Charlotte has worked in health policy for 20 years and brought with her a wealth of experience - ranging from Parliament, to regulation and the charity sector - which helped us to develop and implement our revised strategy.

I am pleased to say that the new strategy is proving attractive to our members, stakeholders and funders. We have returned to a balanced budget due to winning a range of grant and project funding and are very optimistic for our future and our work. The COVID-19 pandemic has clearly served to highlight the need for our role, with more members joining and demand for our input greater than ever.

Our sector is changing, and COVID-19 has accelerated that change. There is a much tighter financial environment, organisations need to be agile, and political circumstances make it hard to generate focused interest from decision-makers. But also, the sector needs to find better answers to how we work *with* people and communities, facilitating collaboration and growth, and enabling people to speak for themselves and each other.

National Voices is no different. We are a small team, but a large coalition with an important purpose: ensuring that health and care services support people to live their best lives. We need to find better ways to connect this mission with the energy, insight and ambitions of our members, especially the voices of smaller charities and those who work with seldom-heard communities, and to communicate these voices to senior decision-makers.

This is our new strategy. An example of our new focus is our response to the COVID -19 pandemic in launching “Our COVID Voices” www.ourcovidvoices.co.uk - a successful collaborative digital project with high impact, created and delivered at pace.

National Voices is changing the way it runs and funds itself, but it has strong foundations to build on: the support and goodwill of our members, the interest from senior decision-makers in the expertise we bring to the table, and the impressive depth and breadth of relationships and networks we are part of. We hope you will be attracted to join us to chair a growing organisation that is impactful and punches well above its weight.

I can vouch for the fact that it is a fascinating, rewarding position and a genuine opportunity to make a real difference. Over the next few years, our new Chair needs to support us in finding ways of connecting more effectively with people whose voices are not normally heard at the top table. We also need to find ways of governing and running ourselves in a more agile way that reflect our desire to use our resources to maximum impact.

You may be a CEO of a charity, work in a health or care organisation, or in wider public services. Whatever your background, if you are keen to help improve health and care services and ultimately the lives of people who need them, we would be keen to hear from you.

Hilary Newiss
CHAIR OF NATIONAL VOICES

The role

About us

National Voices is the national coalition of health and social care charities in England. We are a charity and a company limited by guarantee. We work together to strengthen the voices of people – be they patients, service users, carers, their families, or the voluntary organisations that work for them, with a particular focus on people affected by inequality and disadvantage.

With our Chair, Hilary, due to stand down after fulfilling her tenure of six years, National Voices is preparing to recruit a new Chair who can help continue our development. Building on last year's success of balancing the organisation's finances and expanding our reach, we want to become more insight driven, closer to the experiences of people who need health, care and support, and better at acting *with*, rather than *on behalf of* members and citizens.

Role description

The role of Chair is to give strategic leadership to the organisation. Key responsibilities are to:

- Develop National Voices' aims, strategic objectives and goals and ensure the charity acts in accordance with its objects and mission
- Ensure the effective operation of the Board of Trustees in fulfilling its legal and governance obligations, including the organisation's financial affairs
- Provide leadership and direction to the Board, ensuring that National Voices is able to make best use of the talents and resources of its trustees, and focusing on diversifying our board membership and the voices we hear from
- Work closely and effectively with the Chief Executive and ensure a productive working relationship that achieves the best balance of challenge and support, including a good work-life balance to maintain good mental health
- Support and appraise the work of the Chief Executive, including leading an annual performance review
- Ensure that the Board gives strategic direction to the work of the National Voices staff team
- Chair quarterly board meetings and the Annual General Meeting, and attend other meetings where necessary
- Act as an ambassador for National Voices as required.

Terms and conditions

Duration: This is a three-year appointment. Under the National Voices articles of association, the Chair can be reappointed for a second full term.

Remuneration: This is an unpaid voluntary role, but reasonable expenses will be paid.

Level of commitment: An average of about 2 full days a month, including attendance of quarterly Board of Trustee meetings (currently being held virtually – but TBC), one-to-one meetings with the Chief Executive and email exchanges. The commitment could be greater were the chair to take on a significant ambassadorial role for National Voices.

The person

Skills, experience and personal qualities

The Chair must be able to demonstrate (through their application and at interview):

- A record of effective leadership at board or senior level in the not-for-profit, public or private sectors, politics or the professions
- A commitment to social justice, equity and inclusivity and the power of voluntary action, and a connection with the beneficiaries we seek to represent (for example, experience or understanding of living with an impairment or condition, or caring for someone who has), including a deep understanding of how disability and ill health are connected to inequality and disadvantage
- The vision and agility to steer a small organisation, adapting to internal and external events through:
 - An understanding how charities fund their work, ideally ranging from budgets and financial controls to income-generation strategies
 - Experience of good governance with proven track record of chairing well-managed, inclusive, accessible and impactful meetings
 - Good communication, interpersonal and networking skills, with the ability to influence and inspire confidence with stakeholders from widely varying walks of life.
- Strategic thinking and planning that has enabled growth and change.

The application

To apply

Thank you for your interest in the role of Chair for National Voices' Board of Trustees.

To apply for this role please send:

1. An up-to-date curriculum vitae
2. A supporting statement outlining why you are interested in this role and how you meet the criteria set out in the person specification (Skills, Experience and Personal Qualities section).
3. Please also name two possible referees we could speak to about your application.

Your application must reach us by 5pm on 19 October 2020. Please email your application to:

info@nationalvoices.org.uk

Interviews will take place in the week commencing 2 November. Final candidates may be asked to a second interview at a date to be arranged. We expect the new Chair to take up office at the beginning of 2021, but not later than March 2021.

If you would like to discuss the role in more detail, please feel free to contact Rick Borges, the Chair of our Nominations Committee (Rick.Borges@nationalvoices.org.uk) or contact the current Chair (hilary.newiss@nationalvoices.org.uk) to arrange a call.

Please visit our website for more information on National Voices: www.nationalvoices.org.uk

National Voices is committed to diversity, inclusion and equal opportunity. Whatever your background, we welcome your application.