Do you have an interest in health and social care?   
Would you like to help us shape services for the future?

Healthwatch Richmond, the local NHS & Social care watchdog are recruiting new volunteer committee members to support our valuable work for the local community.

# Healthwatch Operational Committee Member

The Healthwatch Operational Committee oversee the planning and delivery of Healthwatch Richmond’s work and are often instrumental in delivering it. As well as steering our work, Committee members help us to feeding in our messages into local commissioners and providers and hold them to account by attending decision making boards and committees.

Within its membership, the Healthwatch Operational Committee is looking for two people who have knowledge and/or experience of health and social care.

All members of the committee should be able to demonstrate:

* A commitment to upholding the Nolan principles for conduct in public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership
* A broad understanding of health services and/or social care and/or the voluntary sector
* An understanding of health and social care services in the Richmond area
* Good, independent judgement, objectivity and impartiality
* Excellent communication skills and the ability to contribute actively to discussion and debate
* An ability to think creatively and criticise constructively
* An ability to work as a member of a team, while contributing an independent perspective
* A willingness to devote the necessary time and effort to being an effective Committee member

The Committee will meets in the evening approximately 6 times a year.

These are unpaid voluntary roles and however expenses will be reimbursed in line with our Expenses Policy.

# To Apply

More information about Healthwatch please call 020 8099 5335.

To apply please email a short CV and covering letter explaining how you meet the Person Specification and Role Description to [mike@healthwatchrichmond.co.uk](mailto:mike@healthwatchrichmond.co.uk).

# Role Description

## 1. Role

1.1 The Healthwatch Richmond Operational Committee is responsible for providing advice and guidance on detailed matters relating to the activities of Healthwatch Richmond and for monitoring the delivery of the contract with the London Borough of Richmond upon Thames to provide Healthwatch Richmond services in accordance with the Health and Social Care Act 2012.

## 2. Main Tasks

2.1 To receive and comment on reports on the activities of Healthwatch Richmond.

2.2 To provide advice and guidance on Healthwatch Richmond projects.

2.3 To consider emerging issues and requests raised by the local community or the activities of Healthwatch Richmond.

2.4 To recommend to the Board of Trustees new Healthwatch projects based on evidence that the issue is of importance to the local community.

2.5 To monitor the delivery of the contract with the London Borough of Richmond upon Thames to provide Healthwatch Richmond services in accordance with the Health and Social Care Act 2012 and to report to the Board of Trustees any significant matters arising.

2.6 To represent Healthwatch Richmond at meetings of the health & Wellbeing Board, via a selected member of the Committee.

2.7 To represent Healthwatch Richmond at meetings of the Richmond CCG, via a selected member of the Committee

2.8 To evaluate, prioritise and authorise requests for Healthwatch Richmond representation on other partner activity including boards, meetings, consultations and panels and other events relevant to HWR business.

2.9 To alert the Board of Trustees of Healthwatch Richmond to any matters that might place its good name and reputation at risk.

# Person specification

1. All Members of the Healthwatch Richmond Operational Committee should:

* Be at least 18 years of age
* Either live in, or work in or use the care facilities of Richmond upon Thames or have actively stated that they wish to be involved and are interested in furthering the Objects of Healthwatch Richmond
* Be ‘fit and proper persons’ as defined by HMRC
* Not have been disqualified from acting as a charity trustee by the Charity Commission or the Court for misconduct or mismanagement
* Not have been disqualified from acting as a company director
* Not have an unspent conviction for an offence involving deception or dishonesty
* Not be an undischarged bankrupt.

1. Members of the Healthwatch Richmond Operational Committee will need an understanding of and the ability to work within a culture that values the contributions of volunteers, members, trustees and staff.
2. Members of the Healthwatch Richmond Operational Committee will need the skills to assess that data collected by staff and volunteers is accurate, statistically significant and free from bias, and the insight to understand, analyse and make informed challenges to the data.
3. Members of the Healthwatch Richmond Operational Committee will need the skills to support and constructively challenge staff and volunteers.
4. Within its membership the Healthwatch Richmond Operational Committee will need skills and/or experience in the following areas:

* Health and social care policy
* The structure and funding of the NHS in England and in the London Borough of Richmond
* Health and social care providers in the London Borough of Richmond
* Primary and secondary care, community health, metal health, the special needs of children and young people, and social care
* Public consultation methods including the use of social media
* Public relations, marketing and campaigning
* Recruitment, motivation, and management of staff and volunteers and employment legislation.