

Trustee Volunteer Opportunity

Healthwatch is the independent champion for people using health and social care services. We listen to people's views about health and social care services, including their experiences, and encourage health and social care services to involve people in decisions that affect them.

We are the local partner and work for positive change in health and social care in Nottingham and Nottinghamshire. Our role is also to highlight good practice within services. Volunteers are a vital part of our team; we couldn't have as much impact without you!

We appreciate our volunteers and recognise the valuable contribution they make, both as a whole and as individuals. We are a flexible, friendly, forward-thinking organisation with a passion for making improvements. If you have any questions, please get in touch.

Role description:

This is a vital role within Healthwatch Nottingham and Nottinghamshire (HWNN),

Purpose of the role

1. Provides governance to Healthwatch Nottingham and Nottinghamshire (HWNN) and represents it to the community and accepts the legal authority for it.
2. Ensure that HWNN exists and takes all necessary steps in the pursuit of the objectives of Healthwatch Nottingham and Nottinghamshire as set out in the Memorandum and Articles of Association.

Key Responsibilities and Accountabilities

1. To ensure that HWNN complies with its governing document, charity law, company law and any other relevant legislation or regulations.
2. To ensure that HWNN pursues its objects as defined in its governing document.

3. To ensure HWNN applies its resources exclusively in pursuance of its objects.
4. To contribute actively to the Board's role in giving firm strategic direction to HWNN, setting overall policy, defining goals, setting targets, and evaluating performance against agreed targets.
5. To safeguard the reputation and values of HWNN
6. To ensure the effective and efficient administration of HWNN
7. To ensure the financial stability of HWNN
8. To protect and manage the property of HWNN and to ensure the proper investment of the charity funds.
9. To appoint the Chief Executive and monitor his / her performance.
10. Scrutinise Board papers
11. Participate in discussions as appropriate
12. Providing guidance on new initiatives
13. Other issues in which the member has special expertise.
14. Representing HWNN at functions, meetings.

Special conditions:

- The position is unpaid and on a voluntary basis
- We welcome applications from people with disabilities, please get in touch if you require reasonable adjustments to support your access needs.
- Trustees/Non-Executive Directors must regularly attend Board Meetings (usually every 2 months)
- Applicant must live in Nottingham or Nottinghamshire (this can include students in university accommodation while studying in Nottingham or Nottinghamshire)
- We are unable to offer visa sponsorship opportunities through this role.

Person specification –

Trustee/Non-Executive Director

All criteria listed are relevant to the role. We are interested in learning about your experience, skills, knowledge, and abilities.

This is not a static role. As Health and Social care changes and develops we also need to adapt and grow as an organisation to ensure we are doing the best for the local community and that they are benefiting from us being in place. This can create challenges however it is also very rewarding and we need to ensure our board is effective in being able to flex to the ongoing developments in this area.

We wish to recruit people who can add value to our organisation and offer valuable insight as well as skills. So, experience is very helpful to us especially in relation to health and social care either as someone who has used services, is engaged in communities that face health and care inequalities or has professional experience.

We welcome the opportunity to grow a diverse board made up of people who can bring insights into the experience of local people, including bringing different perspectives to challenge us to better engage with those affected most by health inequity. Nottingham and Nottinghamshire is rich with diversity and we want to ensure those who govern HWNN reflect the communities and individuals we serve. We therefore welcome experience, passion, energy and enthusiasm and aim to support you to grow your skills and knowledge in exchange.

We wish to encourage young people, disabled people, care experienced individuals, carers, community leaders, minoritised community members and those whose voices are often unheard to join their voice to ours to support our work.

Below are the types of experience, knowledge and insights we are looking for, please tell us about your own examples of these in your application. It may be helpful to use this list to order your responses.

Category	Desirable Criteria – these are the attributes we are <i>generally</i> looking for but we appreciate not everyone may have – tell us about how you meet these criteria using examples that highlight your experience, skills and knowledge.

Experience	<ul style="list-style-type: none"> • Health and social care Sector: Experience in healthcare, public health, or social care can be invaluable as a user and or professional. • Governance: Previous experience on boards or committee's and in governance roles such as management committees, school governors, charity trustee, local government officer/(former) elected member, school council, etc. • Community Engagement: Experience working with communities, particularly in advocacy or support roles.
Knowledge skills and abilities	<ul style="list-style-type: none"> • Health and Social Care Systems: Understanding of the local and national health and social care landscape. • Charity Governance: Knowledge of charity law, governance, and financial management. • Policy and Advocacy: Awareness of health policies and the ability to advocate for change. • Leadership and Strategic Thinking: Ability to provide strategic vision, direction and leadership. • Communication: Strong communication skills, both written and verbal. • Analytical Skills: Ability to analyse information and make informed decisions. • Financial Acumen: Understanding of financial statements and budgeting.
Personal Qualities	<ul style="list-style-type: none"> • Commitment: Dedication to the mission and values of Healthwatch Nottingham and Nottinghamshire • Integrity: High ethical standards and integrity. • Collaboration: Ability to work effectively as part of a team. • Adaptability: Willingness to learn and adapt to new challenges.

	<ul style="list-style-type: none"> Motivated to learn and to support the organisation to grow.
Additional Factors	<ul style="list-style-type: none"> Willingness to devote time and effort necessary including quarterly Board meetings, in person or on-line and at least one annual strategic planning session. You may wish to join one of our sub committees (e.g. finance or HR) and your attendance at public events or representing HWNN in general would be welcome. You will need to understand the legal duties, liabilities and responsibilities of a Trustee/Non-Executive Director and be able to operate within the standard Nolen principles of public life: Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership <p>For more information on being a Trustee please read the Essential Trustee, Charity Commission or visit The essential trustee: what you need to know, what you need to do (CC3) - GOV.UK</p>
Next Steps	<p>If you feel you would be a good fit for this role and are motivated to make a change, support people to have their voices heard and interested in Health and Social care sector we would welcome you to apply for this role. Please send completed form to natalie.wright@hwnn.co.uk</p>

Benefits of volunteering:

The benefits of volunteering are immense and diverse.

As a Trustee, you will support Healthwatch Nottingham and Nottinghamshire in fulfilling our purpose in being the independent champion for people using health and social care services. You will make a difference by supporting people in your local community, including those whose voices are seldom heard, so their experiences can help make health and care better.

- An opportunity to contribute positively to your local community, help people, and make a real difference to their lives.

- A chance to learn new skills with full training and personal development opportunities.
- A useful stepping stone to/within employment.
- An opportunity to meet a diverse range of people and develop connections with people in your local community.
- You will be part of a great team of people who are passionate about making a difference.
- Formal and informal supervision to help you develop and achieve your goals.
- You will also receive respect and recognition for your contribution as a volunteer.
- We will provide regular information and updates.

Next steps:

If you are interested in the above role, have any questions or would like further information about volunteering opportunities, please get in touch. You can call us at 0115 956 5313 or email natalie.wright@hwnn.co.uk.

Thank you for taking the time to show an interest in Healthwatch. Please visit our website for more information about who we are and the work we do. We hope to hear from you soon.