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| **Role: Non Executive Director** |
| ***Purpose*:**  To provide specific commercial and sector relevant expertise to the Board. To provide general counsel and a different perspective to matters of strategic and operational importance to the organisation to enable more robust decision making. To complement the Board by adding skills and expertise which are not already strongly represented in the Executive Director roles, particularly in support of health and social care integration, public services and growth. |
| ***This role will make a difference by….***  Working as a member of the Board to support the strategic development of the organisation. Providing appropriate insight and challenge. Creating connections to networks and business opportunities. |
| **Duties and responsibilities**:  **Strategic direction**   * Be able to present a wider view of external factors affecting the organisation and its business environment to complement the experience of the Executive Directors. * Contribute towards strategy by providing a creative and informed contribution and to act as a ‘critical friend’ in looking at the objectives and plans devised by the Board. * Bring a can do approach and positive outlook towards growth opportunities in line with the approved strategy.   **Monitoring performance**   * Monitoring the performance of the organisation, especially with regard to the progress made towards achieving company strategy and objectives. * Provide appropriate challenge at Board meetings to support the organisation in seeking to be the best it possibly can be.   **Communication**   * Help to connect the organisation and Board with networks of potentially useful people and organisations. * Represent the organisation publicly and act as an ambassador for the purpose of developing a strong, positive company profile. * Develop a presence with colleagues across the entire organisation.   **Management**   * Sitting on appointment panels as required * Acting as final stage adjudicator for disciplinary and grievance procedures if required   **Scrutiny**   * Analyse the integrity of financial information, that financial controls are in place and systems of risk management are robust and defensible * Analyse information presented and provide insight and challenge * Involvement in audit of the organisation’s performance and its compliance with governance and regulation     **Involvement in Sub Committees**   * To attend and where required lead sub committees and their activity as requested by the Board |

**Person Descriptor:**

You’re a skilled and competent professional with experience and a track record at Board level. You’ll have a range of experience which you are able to translate to this organisation and the ability to make connections. You’ll be forward thinking and understand how to lead change and innovation.

**Person Specification:**

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| **Essential Attributes** |
| **Qualification and Knowledge**   1. Extensive knowledge of running or working in a senior role within the public sector 2. Qualification and/or extensive experience in one or more of the following: Digital, Workforce, Housing |
| **Experience**   1. Involvement in Board level meetings 2. Track record of partnership and network building 3. Experience of working within an organisation that has gone through transformation 4. Experience of undertaking workforce change in an organisation with a recognised trade union |
| **Skills and Abilities**   1. Excellent interpersonal skills with the ability to form good working relationships with other Board members, the Shareholder, staff and customers as well as external partners and stakeholders 2. Ability to analyse information to form sound judgements and make informed decisions 3. Confidence and ability to challenge constructively 4. Ability to publicly represent the organisation externally in order to promote the reputation of the organisation positively |
| **Attitude**  Responsiveness, available and committed to be able to play a key role in leading the organisation. Appreciation of the problems facing adults with learning disabilities and/or physical disabilities and older people. A passion to be part of an organisation that strives to make a positive difference to society. Belief that engagement of staff and customers is at the heart of success. |
| **Desirable Attributes** |
| **Qualification and Knowledge** |
| **Experience**   1. Acting as a Non Executive Director or Executive Director. 2. Experience of working within Adult Social Care, NHS, Health and Social Care Integration or an equivalent area of transformation. |

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| **Values and Behaviours:** | |
| *Our values are the principles by which we behave towards everyone around us including customers, colleagues, carers, family members and other professionals.* | |
|  | **Behaviour Statements – People….** |
| R | **Respectful**  Treat others with respect and dignity  Listen with an open mind to the views and opinions of others  Communicate politely with the right tone and language  Handle confidential or sensitive information with discretion |
| E | **Enthusiastic**  Are positive, have fun and put 100% energy into each day  Celebrate success and be proud of what is achieved  Ensure skills and competence are maintained and developed  Uphold strong work ethics around attendance and reliability |
| A | **Adaptable**  Willing to change or try different things  Adapt their style and approach where this can create a better outcome  Adapt each day to ensure it meets the needs of those they work with  Help each other out |
| C | **Caring**  Treat others with kindness and understanding  Appreciate the difference in others and value everyone  Have empathy and understanding for others and give emotional support  Work to agreed standards of quality |
| H | **Honest**  Speak up when it matters  Take responsibility for my actions  Act in a way that is consistent with what they say  Resolve tension or conflict through listening and talking it through |