## **Strategic Advisory Board Volunteer**

Healthwatch Rotherham is the independent health and social care champion and exists to ensure that people are at the heart of care. The Health and Social Care Act 2012 introduced the requirement for a Healthwatch organisation to be set up in every local authority area across England and in Rotherham, the Local Authority commissioned Citizens Advice Rotherham & District (CARD) to deliver this service. Each local Healthwatch is a key part of its local community and works in partnership with other organisations in its area. For Healthwatch Rotherham, this includes working with the Local Authority, the NHS, local hospital and voluntary organisations.

**The Healthwatch Strategic Advisory Board operates completely independent of any influence from CARD, but Healthwatch staff management and financial oversight is provided by CARD.**

**As a Strategic Advisory Board member you will play a role in setting the strategic direction of Healthwatch Rotherham, ensuring that the Healthwatch Rotherham vision, aims and values are upheld. You will help to deliver an effective Healthwatch service in line with current legislation.**

**Why should you be a Healthwatch strategic Advisory Board Member?**

Healthwatch Rotherham is the only champion for people who use health and social care services in Rotherham.

We have a vital role to play in ensuring people in Rotherham are engaged, listened to and provided with an avenue to tell us their views and opinions. By people sharing their experiences with us we can bring these to health and care providers and decision makers in Rotherham to influence services to make them better.

You will play a crucial role in the way that Healthwatch Rotherham is led. Good leadership leads to good delivery of the right services to meet the needs of our local community. We need your skills, abilities, knowledge and experiences to be the best we can be.

Due to the pandemic Healthwatch Rotherham has been holding Strategic Advisory Board meetings online.

**What will the role involve?**

* Establishing annual priorities for Healthwatch Rotherham in line with the SLA with RMBC from public engagement, developing work plans and timelines for confirmation by CARD
* Coordinating the activity of Healthwatch Rotherham, ensuring it is in alignment with the SLA agreement that CARD has with Rotherham Council
* Ensuring systems and processes are in place for the effective monitoring and evaluation of the agreed work plan
* Ensuring that agreed objectives and outcomes are achieved
* Contributing towards identifying and managing risks and maintaining and updating a Risk Register
* Assisting with communication relating to the Healthwatch service within the local community, in line with corporate guidelines
* Reviewing the quarterly progress report as well as regular updates for CARD, to demonstrate the SLA with RMBC is being met
* Developing community networks and partnerships by representing Healthwatch Rotherham at meetings of commissioners and service providers and other community events
* Working cooperatively with other members of the Healthwatch network and sharing best practice
* Attending and participating in planned Strategic Advisory Board meetings
* Having a clear understanding of the role of Healthwatch and working with other Healthwatch Strategic Advisory Board members and the Healthwatch staff team to plan, review, evaluate and oversee Healthwatch Rotherham
* Promoting Healthwatch and our role within the local community
* Upholding the Healthwatch brand by adhering to Healthwatch values and behaviour whilst minimising and mitigating risks to delivery and reputation
* Engaging with appropriate local people within Rotherham to understand the strategy for the delivery of health and care services
* Having a clear understanding of legal responsibilities as a Strategic Advisory Board member, expectations as an individual member and collectively as a board
* Keeping up to date with Strategic Advisory Board terms of reference and implementing this within your role.

### **Personal specification/requirements**

* Ability to work as a team with other volunteers and staff
* Effective communication skills and ability to ask questions, listen well and provide challenge when needed and appropriate
* Decision making skills
* Experience of using Microsoft Office, including Word
* Access to the internet and email
* Be comfortable volunteering from home and using online meeting platforms e.g. Zoom or Microsoft Teams (training can be provided on the latter)
* Respect and ability to keep confidentiality
* Experience of working within the health and social care sector (desirable)
* Lived experience of using health or social care services (desirable)
* Passionate about making a difference to people's lives
* An understanding of community empowerment and engagement
* An understanding of Healthwatch and its values.

**Disclosure and Barring Service (DBS) Check**

Depending on your commitment, this role could involve working with children / adults at risk Healthwatch Rotherham requires a Basic DBS check.

**How will we support you?**

You will have regular contact with a member of the Healthwatch team to provide you with support and guidance throughout. You’ll receive full training including a Strategic Advisory Board member induction and be part of a team who’ll make sure your volunteering experience is positive.

### **How much time is involved?**

The Healthwatch Rotherham Strategic Advisory Board meets once every month for 1 hour. You will also need to set a few hours aside each month for reading and preparing for the meeting. If you become a member of a sub-group or committee, this will require an extra time commitment.

### **How to apply**

You can apply for this role by visiting Go to <https://healthwatchrotherham.org.uk/>

Download and complete our volunteer application form and return it to [careers@citizensadvicerotherham.org.uk](mailto:careers@citizensadvicerotherham.org.uk).

If you have any questions or you would like to find out more, please email us at [info@healthwatchrotherham.org.uk](mailto:info@healthwatchrotherham.org.uk).

Please outline any accessibility requirements that you may have in the application form.

We look forward to hearing from you.