

Job Description

Job Title	Non-Executive Director
Accountable to	Chair
Responsible for	Foundation Trust Non-Executive Directors are Directors of a public benefit corporation whose Board is a unitary Board. The members therefore carry the shared corporate responsibility for the business success, the culture of the organisation and the probity of its behaviours. Their main duties are, through the Board of Directors, and through direct support as appropriate, to ensure that the Trust delivers continuously improving high quality, affordable and sustainable patient services and care.
Key Relationships	Trust Board Council of Governors
Job Purpose	<p>As a member of the Board of Directors</p> <ul style="list-style-type: none"> • contribute to the development of the strategy, and the appropriate culture of the Trust • monitor Trust performance and governance across the range of indicators and, through scrutiny and constructive challenge, obtain assurance that the Trust: <ul style="list-style-type: none"> (a) Continuously improves patient care and the overall patient experience (b) Is and remains at all times commercially viable (c) Meets its statutory, policy and governance obligations

Principle Responsibilities

- To contribute to developing the Trust's mission, vision and values, ensuring that the Trust's obligations to its stakeholders and the wider community are understood and fairly balanced at all times.
- Assist fellow Directors in setting the Trusts strategic objectives and in ensuring that the necessary financial and human resources are in place for the Trust to meet its objectives, and that efficiency and performance is effectively monitored, challenged and reviewed.
- To receive and review performance reports and information and scrutinise progress against those plans to ensure that, where appropriate, action is taken to improve performance holding the executive to account as appropriate on outcome targets - e.g. financial sustainability and patient experience/safety.
- As a member of the Board, set the tone of the organisation and through effective leadership behaviours help to influence and shape the culture of the organisation, particularly in relation to developing staff commitment and ownership of the Trust's mission, vision, values and objectives and seeing this translate into behaviour.
- Support fellow Directors in providing good leadership, within a framework of prudent and effective controls that enable risks to be assessed and managed.
- As both a Non-Executive Director and a member of the Board participate in and promote a partnership approach as required within but not limited to, the Accountable Care System and Sustainability and Transformation Programme.
- Provide guidance and support to Directors, including coaching or mentoring as appropriate.
- To engage positively and collaboratively in Board discussions, supporting and constructively challenging the Board of Directors, including the Chair and Chief Executive, to ensure the Board conforms to the highest standards of corporate governance, acts in the interests of the population it serves and other stakeholders and is accountable for the services provided and the resources deployed.
- To commit to working to and encouraging the highest standards of probity, integrity and governance and to seek assurance that effective operational governance and control arrangements are in place to secure high levels of quality and value for money.
- To seek assurance that processes and procedures are established to deliver high quality professional, clinical, governance, financial and personal standards and behaviours across the Trust.
- Adhere to the Foundation Trust's Constitution and License, the NHSI Code of Governance, Foundation Trust policies, Standing Financial Instructions, Scheme of Delegation and Reservation of Powers.
- Chair or participate in designated committees established by the Board of Directors and to support the work of the Council of Governors.

- To ensure consultation with the Council of Governors in accordance with its constitution and agreed practices to ensure the health needs of the population served are considered by the Board of Directors.
- At the request of the Chair, to take a particular interest in or lead role on specific matters in support of the key activities, principles and objectives of the Trust Board.
- To represent the Trust in dealings with national, regional or local bodies or individuals to ensure that the views of a wide range of stakeholders are considered and the position of the Trust is enhanced.
- Help relationships with other Trusts, the private sector, and other stakeholders, ensuring that the Trusts strategic direction takes account of the competitive and other forces at work in its environment, in the wider sense.
- Participate in programmes of internal and external engagement to support the broadening of awareness of the Trust priorities, plans and issues.
- Provide support, and contribute to development sessions/opportunities for Governors.
- Take responsibility for own personal development and contribution.

Supplementary Notes

- The Non-Executive Director is an office holder not an employee of the Foundation Trust.

December 2017

**Non-Executive Director
Person Specification**

Essential Requirements	Desirable Requirements
<ul style="list-style-type: none"> • Well-developed leadership skills. • Experience of working with diverse populations and representing a range of interests within a local and regional community • Experienced clinician with senior management experience having worked in a clinical environment and in an organisation known for its patient orientated focus with a personal orientation toward developing safe, progressive and efficient organisations cultures, driven through strategies aimed to maximise the clinical effectiveness. • Skills/ability to provide both support and challenge to Director colleagues in a balanced and constructive way. • A strong commitment to the NHS and an interest in healthcare issues. • A knowledge of corporate governance issues. • Good communication and interpersonal skills, ability to engender respect from others, and work effectively as part of a team. • Accustomed to a high level of accountability and comfortable operating in a complex environment. • The ability to bring independent judgement to debates and influence thinking. 	<ul style="list-style-type: none"> • Experience in strategic thinking and strategy development • Understanding of NHS structures and regulatory environment. • Senior management level experience in an Executive or Non-Executive capacity.