

Role Title: Non Executive Director

Directorate/Department: Board of Directors

Accountable to Chair

Responsibilities include the following

Independent judgement and challenge

- bring independent judgement and experience and expertise from outside the Trust and from understanding of the views of people accessing the services, their carers & the staff who provide those services and apply this for the benefit of the Trust, its stakeholders and the wider community;
- ensure that appropriate challenge is made in all circumstances prior to decisions being taken by the Board, to influence and help the executive board develop proposals on strategies;
- commission and use external advice as necessary

(It is noted that the accountability for operational management remains the responsibility of the Executive Team).

Performance Management

- Scrutinise the performance of the executive management and the organisation in meeting agreed goals and objectives
- in accordance with agreed board procedures, monitor the performance and conduct of management in meeting agreed goals and objectives and statutory responsibilities, including the preparation of annual reports and annual accounts and other statutory duties;
- ensure the Board sets challenging objectives for improving its performance across the range of its functions
- ensure that information (including financial and clinical information) is accurate and that financial controls and risk management systems are robust and defensible;

Appointments and remuneration

- Appoint the chief executive, other executive directors and where necessary removing executive directors and succession planning for key executive posts. To also appoint, remove, support, encourage and where appropriate mentor senior executives and other senior (clinical) appointments, as a member of Board Committees.
- Participate in the appraisal of executive directors, fellow non-executive directors and the chair
- Determining appropriate levels of remuneration of executive directors

Strategy and plans

- Contribute to the development of strategy, including consideration of implications relating to the Hampshire and Isle of Wight Sustainability and Transformation Plan, together with fellow directors, assisting in setting the Trust's strategic aims and plans, ensuring that the necessary financial and human resources are in place for the Trust to meet its objectives, and that performance is effectively monitored and reviewed;

Leadership and engagement

- assist fellow directors in providing entrepreneurial leadership to the Trust within a framework of prudent and effective controls, which enable risk to be assessed and managed;
- engage positively and collaboratively in board discussion of agenda items and act as an ambassador for the Trust in engagement with stakeholders including the local community, dealing with the media when appropriate.
- to act as an Associate Hospital Manager, for the purposes of applying the Mental Health Act, unless otherwise agreed with the Chairman.

Values and standards

- commit to working to, and encouraging within the Trust, the highest standards of quality, probity, integrity and governance and contribute to ensuring that the Trust's internal governance arrangements conform with best practice and statutory requirements;
- assist the Chair and fellow directors in setting the Trust's values and standards and ensure that its obligations to its stakeholders and the wider community are understood and fairly balanced at all times;
- support a positive culture throughout the Trust and adopt behaviours in the boardroom and elsewhere that exemplify the corporate culture and are in accordance with the Code of Conduct

Board Committees

- take an active part in committees established by the Board of Directors to exercise delegated responsibility
- To chair Committees as agreed with the Chairman and Board of Directors.

Regarding Induction

Non Executive Directors should:

- participate in the Trust's induction programme including attending briefings, meetings and reading induction materials
- familiarise themselves with documents set out in the director's induction pack particularly the key areas of risk facing the Trust
- take opportunities to develop and refresh their knowledge and skills and ensure that they are well informed in respect of the main areas of the Trust's activity.

Anticipated time commitment

In accordance with NHSI, On average this role will require the equivalent to 2 to 3 days a month, however practical experience suggests that the time commitment may be up to approximately 4-5days per month and a flexible approach to the role should be taken.