



Could you help lead the NHS in your area?

**Avon and Wiltshire Mental Health
Partnership NHS Trust**

Non-executive Director

Candidate information pack

Reference: S2306



We value and promote diversity and are committed to equality of opportunity for all and appointments made on merit. We believe that the best boards are those that reflect the communities they serve.

We particularly welcome applications from women, people from the local black and minority ethnic communities, and disabled people who we know are under-represented in chair and non-executive roles.

Our recruitment processes are conducted in accordance with the Code of Governance to ensure that they are made on merit after a fair and open process so that the best people, from the widest possible pool of candidates, are appointed.

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1. The opportunity

There is a vacancy for a Non-executive Director (NED) at Avon and Wiltshire Mental Health Partnership NHS Trust (AWP). This is an exceptional opportunity to share your talents and expertise to make a positive difference to the lives of people using mental health and learning disability services, served by the Trust.

The NED will provide additional support to the Board and will contribute to the work of Board committees, which include the Quality and Standards Committee, Audit and Risk Committee, Finance and Planning Committee, Mental Health Act Legislation Committee and Delivery Committee.

For succession planning purposes, we are seeking someone with senior level experience of quality and patient safety in a large complex organisation, who is able to contribute to the work of the Trust's Quality and Standards Committee.

2. The person specification

Essential criteria

You will need to have a genuine commitment to patients and the promotion of excellent health care services, with a particular interest in mental health and learning disability services. You will be able to demonstrate experience of operating successfully at a senior level. We are particularly interested in candidates with the following experience:

- Quality and patient safety and/or quality governance gained from a medical, nursing, allied disciplines or social care background in a clinically focused, research or regulatory role.
- Board level governance
- Systems working involving multiple partners and stakeholders

You will need to be able to demonstrate you can use your experience to:

- work alongside other non-executives and executive colleagues as an equal member of the board
- bring independence, external perspectives, skills and challenge to strategy development
- hold the executive to account by providing purposeful, constructive scrutiny and challenge
- shape and actively support a healthy culture for the trust

All non-executive directors must **champion the standards of public life** – by upholding the highest standards of conduct and displaying the principles of selflessness, integrity, objectivity, accountability, openness, honesty, and leadership.

As a future NHS leader, the successful candidate will be able to demonstrate the range of behaviours required to contribute effectively in this board level role. These are outlined in the NHS Leadership Academy’s [Healthcare Leadership Model](#).

Applicants should live in or have strong connections with the area served by the Trust.

- As minimum, this role will require the equivalent to 2 to 3 days a month, however the time commitment may vary and a flexible approach should be taken.
- Remuneration will be applied in line with the framework for chairs and NEDs. The successful candidate will receive remuneration of £13,000 (standard rate for all NEDs) per annum from 1 April 2021 (the current remuneration is £11,500 per annum).

Given the significant public profile and responsibility members of NHS Boards hold, it is vital that those appointed inspire confidence of the public, patients and NHS staff at all times. NHS England / NHS Improvement makes a number of specific background checks to ensure that those we appoint are “fit and proper” people to hold these important roles. More information can be found on our [website](#).

Responsibilities of Quality and Standards Committee Chair/Vice Chair

- bring independent clinical knowledge to the work of the quality and standards committee across its governance, seeking assurance on behalf of the Board that the Trust is a Safe, Effective and Caring organisation, as defined by the Care Quality Commission
- provide leadership to the committee to ensure that it is effective in its role
- ensure that the committee is well informed and has timely access to all the information it requires
- facilitate the contribution of all members of the committee
- ensure that the board receives sound advice, assurance and useful and timely reports from the committee

3. About Avon and Wiltshire Mental Health Partnership NHS Trust

AWP provides specialist mental health services to children, adults and older people in Bath and North East Somerset (BANES), Bristol, North Somerset, South Gloucestershire, Wiltshire and Swindon. It also provides specialist drug and alcohol services and secure mental health services to people living across a wider area.

AWP's purpose is 'working together, living our best lives'. The Trust has defined their values as "PRIDE" - Passion, Respect, Integrity, Diversity and Excellence. Specifically, the Trust provides services for people with mental health needs, with needs relating to drug or alcohol dependency and mental health services for people with learning disabilities. The Trust also provides secure mental health services and works closely with the criminal justice system for prison mental health services.

As a partnership Trust it also has important responsibilities to work together at a local level with other public bodies, such as local authorities, the police and the criminal justice system including prisons and also with the voluntary sector to ensure that services are joined up.

With over 4,000 staff distributed across such a large area, the Trust employs a range of traditional and innovative communication methods. Key to this is the way the Trust encourages staff engagement and Board members play a visible and important role in this regard.

The Trust is committed to providing person-centred services that are high quality and recovery focused. To achieve this, the Trust supports a range of innovation and improvement programmes that help continually to improve and make a difference to the services they provide. Increasingly the Trust provides treatment and care in people's own homes and other community settings, reflecting the preferences of their service users. The Trust's community services are supported by high quality inpatient services that provide short term assessment, treatment and care.

The Trust supports high quality research into the prevention, treatment and management of mental health conditions, addictions and dementia.

The Trust wants to give everyone who uses its services, their carers and families and Trust staff the chance to find out about research they might take part in. This forms the Trust's pledge of 'Everyone Included'. This means that the Trust will send people who use AWP services information about suitable research opportunities.

The Trust's purpose, vision, values and priorities:

Our Purpose

Working together, living our best lives.

Vision

To give you the best possible care in the right place, at the right time, to help you recover, and live your best life.

Strategic priorities

- **Outstanding care** – to provide and continually improve high quality, safe care to help people achieve the outcomes that are important to them
- **Outstanding people** – our people make the difference in everything we do – we will strive to make AWP a great place to work and learn
- **Sustainable services** – services that are properly resourced to meet rising demand and acuity
- **Delivered in partnership** – care as a joint endeavour with patients, family, friends and carers, as well as statutory and voluntary sector partner

Values

P	Passion	<i>Doing our best, all of the time</i>
R	Respect	<i>Listening, understanding and valuing what you tell us</i>
I	Integrity	<i>Being open, honest, straightforward and reliable</i>
D	Diversity	<i>Relating to everyone as an individual</i>
E	Excellence	<i>Striving to provide the highest quality support</i>

Appendix 1: More information

For information about the Trust, such as business plans, annual reports, and services, visit their [website](#). Follow the links for more information about:

- **Support to prepare candidates to apply for a non-executive vacancy including:**
 - Building your application
 - Sources of information and useful reading
 - Eligibility and disqualification criteria
 - Terms and conditions of chair and non-executive director appointments
 - How we will handle your application and information
- **View all current chair and non-executive vacancies**
- **Sign up to receive email alerts on the latest vacancies**
- **Contact details for the Non-executive Appointments Team**

NHS England / NHS Improvement respects your privacy and is committed to protecting your personal data. We will only use personal data where we have your consent or where we need to comply with a legal or statutory obligation. It is important that you read this [information](#) together with our [privacy notice](#) so that you are fully aware of how and why we are using your data.

Appendix 2: Making an application

If you wish to be considered for this role please provide:

- a CV that includes your address and contact details, highlighting and explaining any gaps in your employment history
- a supporting statement that highlights your motivation for applying and your understanding of the NHS and the role. You should outline your personal responsibility and achievement within previous roles and how your experience matches the person specification
- the names, positions, organisations and contact details for three referees. Your referees should be individuals in a line management capacity, and cover your most recent employer, any regulated health or social care activity or where roles involved children or vulnerable adults. Your references may be taken prior to interview and may be shared with the selection panel
- please complete and return the monitoring information form which accompanies this pack and is available for download
- tell us about any dates when you will not be available

Appendix 3: Key dates

- **closing date for receipt of applications: 4 January 2021 at 11am.** Please forward your completed application to NHSI.Chairsandneds@nhs.net
- **interview date: 26 January 2021**
- **proposed start date: 1 April 2021**, as a NED designate prior to becoming a full voting Board member in late 2021, when the next vacancy arises.

Getting in touch

- We strongly recommend an informal and confidential discussion with Charlotte Hitchings the Chair of the Trust. Please contact Wendy May on 01225 362923
- **NHS England / NHS Improvement** – for general enquiries contact Miriam Walker on 0300 123 2059 or by emailing miriam.walker@nhs.net

NHS England / NHS Improvement

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Avon and Wiltshire
Mental Health Partnership
NHS Trust

NHS England
NHS Improvement

