

ADVERT

We have two opportunities for experienced, independent Lay Members to join Hammersmith & Fulham CCG's governing body. Local individuals with strong links to public and patient engagement are sought.

As a member of the CCG Governing body, Lay Members are key individuals in the team that ensure the CCG exercises its functions effectively, efficiently, economically, with good governance and in accordance with the terms of the CCG's constitution. In taking decisions as part of the Governing Body, they help ensure that:

- the interests of patients and the community remain at the heart of discussions and decisions;
- the CCG commissions the highest quality services, maintaining a consistent focus on quality, integration and innovation;
- decisions are taken with regard to securing the best use of the public money;
- the CCG, secures health services that are provided to our local population in a way which promotes the NHS Constitution, improves individuals' health and wellbeing, supports them to keep mentally and physically well, to get better when they are ill and, when the individual cannot fully recover, to stay as well as they can to the end of their lives;
- the CCG is responsive to the views of local people and promotes self-care and shared decision-making in all aspects of its business; and
- good governance remains central at all times.

Specifically, we are looking to recruit two lay members in Hammersmith and Fulham CCG, to start immediately.

Remuneration: £10,750-£21,500 per annum, depending on the time commitment (5-10 days per month) required of the role and some of which may be required in the evenings, depending on the needs of the role. It is likely to start at five days and kept under review.

Time Commitment: The CCG undertakes most of its corporate meetings on Tuesday afternoons. Lay members are expected to be available every Tuesday afternoon when Governing Body meetings are held in public (four times a year), Governing Body seminars (at least one a month and two every other month), sub-committee meetings (held once a month). Additionally the lay members will need to be available to attend and chair the CCG's patient reference group every other month. As the CCG is part of the NW London Collaboration of CCGs there are meetings for NW London wide committees that are held on Thursdays which may require some lay member attendance. Mark Easton, Accountable Officer also holds quarterly briefings with all lay members across NW London which tend to be in the early evening around a week before Governing Body meetings.

Tenure: initially an appointment to 31 March 2020, with the possibility of reappointment for a maximum of two further three-year terms.

Candidates need to either live in the CCG area or be able to demonstrate a very strong association with it. This is essential in order to ensure that they have a good understanding of the local issues affecting people living in the CCG area and can bring these to the discussions of the Governing Body and its committees. Additionally, they will need to have

excellent leadership skills and the ability to establish credibility with all stakeholders and partners. They should bring different perspectives to the CCG, drawn from different professions, roles, backgrounds and experience. These differing insights into the range of challenges and opportunities facing the CCG will ensure that it can take a balanced view across the whole of its business.

For an informal discussion about these roles, please contact Janet Cree, Managing Director, by e-mail janet.cree@nhs.net or by telephone: **0203 350 4368**.

The information packs for the roles, eligibility criteria etc, can be found on our website: <https://www.hammersmithfulhamccg.nhs.uk/news,-publications-policies/publications-policies.aspx?n=10538>. Applications should be made by submitting your CV along with a one-to-two paged covering letter that sets out clearly:

- why you are interested in the role;
- what you feel you will bring to it / them;
- your links to the Hammersmith and Fulham are; and
- confirmation that you have read and both understand and met the eligibility criteria.

The closing date for applications is **5pm, 7 August**.

Interviews will take place on either 14 or 22 August. However, if these dates are inconvenient please still consider an application and we will try and accommodate an alternative date.