

Clinical Board Member Role Description

Main Purpose of the role:

Willen Hospice is an independent registered charity. Board members are therefore appointed to a role of 'governance' as defined by the Charity Commission as:

"The people responsible under the charity's governing document for controlling the management and administration of the charity."

Key Board responsibilities:

1. Agree and review the strategic aims of the organisation.
2. Uphold the Willen Hospice values.
3. Ensure that the policy and practices of the organisation are in keeping with its aims.
4. Ensure that the organisation functions within legal and financial requirements and strives to achieve best practice.
5. Uphold the Articles of Association for the Charity.
6. Promote the work of the hospice in the community being an 'ambassador' for the hospice.
7. Oversee the leadership, management and administration of the charity ensuring good governance and adherence to Charity rules and regulations.
8. Act as a supportive / critical friend to the Director of Clinical Services and other members of the clinical leadership team.
9. Work closely with fellow Clinical Board members
10. Support and hold to account the Clinical Director for all areas of clinical activity and governance.
11. Be an active member of the Board in exercising its responsibilities and functions.
12. Maintain good relations with hospice staff/volunteers.
13. Take part in training sessions provided for the benefit of the Board members and complete mandatory training.
14. Act in the best interest of the hospice.
15. Accountability – comply with the law on all occasions in such a way as to preserve public confidence.
16. Attend Committee and Board meetings on a regular basis.
17. Attend Board member away-days.
18. Attend hospice events and visit hospice shops.
19. Participate in the Board Induction Programme.
20. Support the CEO in appointing members of the Executive team.

Code of Conduct for all Employees & Board Members

1. To operate at all times within the Willen values.
2. To act in a way that promotes the wellbeing of staff, volunteers, patients and families.
3. To work constructively with colleagues and stakeholders at all times.
4. To act as an ambassador for Willen at all times
5. To maintain confidentiality at all times.
6. To attend all mandatory training, e.g. fire training, moving etc.
7. To abide by the relevant Policies and Procedures of Willen Hospice.

Qualities Required for Trustee Post

Essential Qualities	Desirable Qualities
Knowledge and Experience	
Experience of working with performance and monitoring targets	Previous experience as a member of a Board of Trustees is desirable.
Knowledge of Clinical practice in a Health Care setting locally and across the NHS system.	Knowledge of Clinical practice in a charity or volunteering setting.
A clinician- an experienced doctor, nurse or other clinician with current palliative care experience.	Experience of working in public life following the Nolan principles
Experience of reviewing Clinical policies and practices.	Knowledge of governance and compliance in a charity setting and fundraising context
Keen interest in the area of Clinical Education and Research.	
Strong personal commitment to and track record of driving forward the Equalities agenda.	
Personal Qualities and Skills	
Reliable Strong sense of Integrity Honest Trustworthy Strong Interpersonal skills Team Player	