

Job Description:

Chair of the North East London Voluntary, Community and Social Enterprise Collaborative (NEL VCSE Collaborative)

Role: Chair of the NEL VCSE Collaborative

Responsible to: The Chair will be responsible to the NEL VCSE Collaborative leadership group.

Remuneration: £6,500 per annum

Time commitment: Two days per month, worked flexibly according to demand across the year

Terms of contract: Fixed term contract for a year, with the opportunity for another year in the role if agreed by NEL VCSE Collaborative members.

Location: In locations across North East London, including at the THCVS office and Unex Tower in Stratford.

About the NEL VCSE Collaborative

The North East London (NEL) Voluntary, Community and Social Enterprise (VCSE) Collaborative works closely with [NHS North East London](#) to work together strategically by shaping, improving and delivering services and contributes to the system design and organisational development of the ICB, ensuring Voluntary, Community, Faith and Social Enterprise (VCFSE) contribution.

The leadership group of the seven borough representatives meet monthly and is currently working to develop a VCFSE strategy to raise the profile of the sector and support the VCFSE to work in partnership with the health system to address local health inequalities. We are now keen to expand our work and recruit a Chair.

The NEL VCSE Collaborative is committed to our five values:

1. Equity and Inclusivity - Champion compassionate, collaborative, and inclusive multi-professional leadership.
2. Collaborative – Meaningful integration with ICB as a coordinated VCFSE voice
3. Innovative – VCFSE sector contributing expertise in an equitable manner in commissioning, service design and improvement processes

4. Transparent – building trust across sectors and ensuring VCFSE is a valued partner
5. Person and community focused – strengths based approach by championing our people and communities

How to Apply

Please submit a cover letter (no more than two A4 pages), a CV and a completed Equal Opportunities Monitoring Form (attached) to nelvcse@thcvs.org.uk by **12pm November 20th 2024**

Interview date (round 1): 4th & 5th December 2024

Interview date (round 2): Week commencing 9th December 2024 (informal conversation with Partnership Development Director)

The NEL VCSE Collaborative is open to explore rotating Chairs and short-term tenures.

Purpose of the role

- Provide influential and inspirational leadership to ensure the VCFSE sector is an equal partner in the NEL ICP
- Develop and maintain excellent relationships with health and social care stakeholders ensuring networks are kept informed of the Collaborative's progress
- To lead the NEL VCSE Collaborative, interfacing with the Partnership Development Director to drive forward the interests of the collaborative and the wider VCFSE sector it represents
- Represent the opinions and interests of the NEL VCSE Collaborative on relevant ICS boards
- To chair the leadership group meetings of the NEL VCSE Collaborative
- Ensure NEL VCSE Collaborative meetings are planned effectively, conducted according to the principles and agreements in place, and facilitated in collaboration with the Partnership Development Director

Key functions & Tasks (Role Description)

- To lead with compassion and inspiration to ensure strategic influence of VCFSE at system level to better enable integrated working approaches between system leaders and sector partners
- Together with the Partnership Development Director, produce a quarterly budget report and regular updates including emerging opportunities and risks in a timely manner

- Lead and work with the NEL Collaborative to identify and communicate strategic and business development goals which are in line with community and ICS outcomes
- In collaboration with the Partnership Development Director, plan and Chair the NEL VCSE Collaborative meetings and ensure relevant business is discussed with clear actions
- Ensure that the NEL VCSE Collaborative leadership group adheres to the Terms of Reference (ToR) and Memorandum of Understanding (MoU) in place and membership is fair and reviewed regularly with actions and conflicts of interest appropriately managed
- Ensure the NEL VCSE Collaborative addresses and incorporates relevant legislation, policies and best practice guidance, including equality and diversity
- Work with the Partnerships Development Director to provide and promote system-wide communication through a range of media channels

Person Specification

- Experience of working with the VCFSE sector at a strategic and senior management level, including championing and advocating on behalf of the VCFSE sector.
- Demonstrate excellent knowledge of VCFSE and healthcare related policies with an understanding of the issues facing the VCFSE at local, regional and national level
- An understanding of the diversity of the VCFSE including grassroots level/micro-organisations
- Experience of leading meetings representing a diversity of views as well as change management processes at a strategic level
- Able to negotiate and influence with the ability to communicate with tact and sensitivity where appropriate. The role will include managing potentially complex and politically sensitive relationships.
- Ability to interpret highly complex information and communicate effectively across multiple stakeholders
- Strategic problem-solving skills, entrepreneurial and open to ideas and opportunities
- Experience of working in partnership with a range of stakeholders in health and social care services.
- Prior experience of Chair role is desirable