

## **RECOVERY COLLEGE BOARD MEMBERS**

The C&I Recovery College is an educational establishment providing training courses around health & wellbeing themes and self-management skills.

The Recovery College Board took over from the College advisory steering group which was formed prior to the opening of the college in September 2014 and has been meeting twice per term since the AGM in February 2017. It is formed of seven members and an independent chair, who are elected for varying terms at AGM.

This year, three board members have come to the end of their elected term, so we are looking to elect three new members to these positions. Positions are available for:

- 1 member with professional experience of having worked with people in a recovery-focused way
- 2 members with personal lived experience of mental health services

Experience of both kinds is valuable, but not essential.

We are keen to attract board members with a broad range of skills and competencies who can help shape our future and build a Recovery College board fit for the future and its changing demands.

You will be a clear thinker, confident communicator, able to work collaboratively and build strong relationships between the board, College management team and work stream leads of the college.

Educational and/or recovery experience is not a requirement, though members will identify with the College's mission statement:

*'We believe recovery is possible and very much a journey of one's own self-discovery and strengths. We are all students of life, each moving forward and gaining knowledge in a meaningful way. Recovery is a personal sense of achievement, which opens the door to new life opportunities and hope!'*

The Board member's role is to make an effective contribution to ensuring that the College achieves its purpose (see Service Description on page 3)

The details below provide an overview of the knowledge and experience we seek to reflect in the collective composition of our Board.

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## 1. GENERAL INFORMATION

Job Title:	Recovery College Board Member (1 with professional experience of having worked with people in a recovery focused way, 3 with personal lived experience of mental health services)
Remuneration:	Voluntary for individuals in Trust or other paid employment Those not currently in permanent paid employment will receive C&I's service user payment of £20 per half day
Expenses:	Travel costs reimbursement
Availability:	Minimum 6 days annually, 2 meetings per term (meetings will take place on Thursdays; pre-reading of reports is expected) Capacity to represent the College at partnership, contract or other meetings/events is desirable but not essential

Prospective board members should submit a 250 word (maximum) written nomination stating:

- why you would like to be a member of the Recovery College board
- what qualities and experience you can bring to the role
- your commitment to attending meetings.

This should be emailed to [recovery.college@candi.nhs.uk](mailto:recovery.college@candi.nhs.uk) to be received by 5pm 6 February 2018.

Non-emailed nominations should be posted to the Recovery College, 4 St Pancras Way, London NW1 0PE or hand-delivered, with the same deadline.

A vote will be held at the AGM on 8 February. Each nomination must be seconded before a vote is taken.

If a nominee cannot attend the AGM meeting on 8 February, they may be elected in their absence if their nomination is seconded at the meeting.

## **Service description**

A Recovery College uses recovery based approaches to help people recognise and develop their personal resourcefulness in order to become experts in their own self-care, making informed choices about their support and the assistance they need to do this and to do the things they want to do in life.

The C&I Recovery College aims to be a mixed learning environment for people from all walks of life to join as students and learn from each other, so supporters, staff members, carers, family and friends are very welcome to enrol and learn more about the topics offered.

The College is staffed by professional recovery tutors (experts by profession) and peer recovery tutors (experts by lived experience). The College operates a hub and spoke model - the main resource centre is situated within Camden and courses take place across the communities of Camden & Islington boroughs.

## **2. ROLE SUMMARY**

To be responsible for overseeing the operation of the Recovery College, setting the strategic direction for management in line with any priorities agreed at the Annual General Meeting, ensuring that policies and procedures are in place and fully and appropriately applied across the of the range of the College' activities.

## **3. KEY COMPETENCIES**

- Ability to dedicate sufficient time and energy to the role
- Highly committed, enthusiastic and motivated, working in a strengths based approach
- Confidence to give honest opinions and value decision making
- Inquisitive and independent judgement
- Capacity to keep up to date with external operating environment
- Impact assessment ability

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#### 4. KNOWLEDGE AND EXPERIENCE

- Understanding the wider health & social care role of recovery colleges
- Understanding of equality legislation and key values of equality, diversity and fairness
- Understanding of governance of health education sector (public)
- Financial management, value for money and effective use of resources
- Strategic performance management
- Risk management
- Understanding Health & Safety legislation
- Understanding legal safeguarding of educational settings
- Knowledge of local population

#### 5. CODE OF CONDUCT

Camden and Islington NHS Foundation Trust has a code of conduct for all non-registered staff. As a board member of the Trust you are expected to comply with this code at all times, and any breach of it whilst in practice will be investigated by the Trust.

Copies of the code of conduct can be obtained from the C&I Human Resources Department and should be referred to for clarification.

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## 6. CONFLICT OF INTEREST DECLARATION

Possible rivalling interests can occur for individuals on the following grounds below:

- Any directorships and partnerships you hold in companies which may have a direct or indirect relationship with the establishment;
- Any significant shareholdings in companies which may have a direct or indirect relationship with the establishment;
- Any other significant shareholdings in companies which may be engaging in large business transactions with the establishment.
  
- As a guide, “significant” would be any shareholding in a private company or, in a public company, a shareholding amounting to more than 1%.
  
- Please list any possible conflicts of interests created by virtue of the employment, directorships, partnerships or significant shareholdings of close relations or close friends.
  
- Please list any other matter which may give rise to a potential conflict of interest e.g. membership of committees/organising bodies with decision-making or purchasing powers, beneficial ownership of property, etc.
  
- (Please tick the statement which applies.) Either:
  - I declare that to the best of my knowledge and belief neither I nor my spouse, partner, immediate family or close friends have any interests which might conflict, or be perceived to conflict, with my duties as a named person responsible for The Camden and Islington NHS Foundation Trust Recovery College Board. Furthermore, if my situation should change, I will notify the establishment without delay.
  
  - I declare interests below for consideration and have also set out the action I am taking to minimise the risk of these interests coming into conflict, or perceived conflict, with my duties as a named person responsible for governance at The Recovery College. I certify that the information included is, to the best of my knowledge and belief, accurate and complete. Furthermore, if my situation should change, I will notify the establishment without delay.

### Declaration of interests:

- Signed \_\_\_\_\_
- Print Name: \_\_\_\_\_ Date: \_\_\_\_\_