



Role Description for VCS Representatives on End of life Commissioning executive

Main Purpose of Role

The Representatives will ensure that the views and issues of the Voluntary and Community Sector will be taken into account by the commissioning executive. He/she will also ensure that there are effective communication links between the commissioning executive and the sector.

The commissioning executive would need advice from a representative who was not involved in the direct delivery of end of life and palliative care services to avoid conflicts of interest.

Key Accountabilities

- Represent the views of voluntary and community groups working in end of life care to the commissioning executive.
- Represent the interests and work on behalf of the VCS including disadvantaged groups and communities. This includes articulating divergent views where they exist.
- Consult with the sector via the networks and communication structures of WAVOCC and WIC
- Report back to the sector on a regular basis via the networks or communication structures of WAVOCC and WIC
- Attend meetings regularly and other events as required or arrange for an agreed deputy to do so
- Continue to learn about the issues, plans and agencies which affect the End of Life strategy
- Support and work to the policies (including Equal Opportunities), procedures and priorities of NHS Worcestershire, even when these do not coincide with those of the representative's own organisation.
- Be bound by the collective decision-making of the commissioning executive
- Be prepared not to support the commissioning executives actions or to vote against any proposal which is clearly against the interests of VCS groups and organisations
- Declare any conflicts of interest and act with probity and integrity
- Operate in a manner which promotes equality of opportunity, celebrates diversity and respect for all

Person Specification for VCS Representative on End of life commissioning executive

EXPERIENCE/KNOWLEDGE:

Essential: Knowledge of strategic planning and development
Experience of working in multi-agency settings

SKILLS AND ABILITIES:

Essential: Ability and freedom to act independently from the organisation while acting as a representative on the commissioning executive
Ability to analyse and understand complex information
Communication skills
Ability to act as an advocate for VCS causes, not just their own
Interest in actively linking with networks
Maintain confidentiality

ADDITIONAL FACTORS:

Essential: Ability to be released to attend the meetings of the Commissioning executive which are held during the day, usually in Worcester (at St Richards hospice)

