

Advisory Board Recruitment Pack

About Healthwatch Westminster

Healthwatch Westminster serves as the local health and social care advocate for the Westminster community. As an independent entity, we wield the authority to ensure that feedback from the local community is heard by NHS leaders and decision-makers, facilitating improvements in care standards.

Our mission, vision, and values

Our vision is a society where the voices of local people are heard, ensuring everyone can access the health and care they need. Our mission is to leverage people's experiences to contribute to the improvement of health and care.

Our Values

- **Community-led:** Adopting a bottom-up approach to our work.
- **Listening:** Recognising the value of hearing people's voices and ensuring their perspectives are acknowledged.
- **Inclusion:** Valuing equality, diversity, and inclusion, ensuring everyone, especially those whose voices are often unheard, is included in the conversation.
- **Analysis:** Appreciating the insights gained from analysing diverse experiences to enhance care.
- **Action:** Taking proactive steps based on feedback to drive positive outcomes and influence crucial decisions about people's care.
- **Partnership:** Valuing strong partnerships with health and care services, as well as the voluntary and community sector, to enhance care while maintaining our independence.

About The Advisory Board

The Advisory Board holds a pivotal role within Healthwatch Westminster. Our primary mission is to ensure that Healthwatch Westminster remains effective, inclusive, and transparent in its priority setting. As a member of this group, you'll play a key part in shaping the direction of Healthwatch Westminster, and how we work to improve healthcare services in our community.

Some of how we do this includes:

- Advising on Healthwatch Westminster strategy and priorities.
- Engaging with the full diversity of Westminster community and promoting Healthwatch.
- Advising and monitoring how Healthwatch Westminster delivers its strategy.
- Identifying opportunities for and supporting partnership working.
- Supporting partnership workings with Grassroots Community voices.
- Representing Healthwatch in wider stakeholder engagement.
- Sharing useful contextual knowledge and insight.
- Collecting the views of the Independent Experts Network across all reporting.

Advisory Board meetings and time commitment

- Meetings will take place quarterly and usually last around two hours. We are currently meeting online, but there may be opportunities meet face-to-face in the future.
- Papers will be sent round in advance of the meeting, and Advisory Board members are asked to read these before we meet.
- Members may also be encouraged to attend annual team strategy away days, but it is understood that this will not be possible for all.
- We ask that all members attend meetings as regularly as possible, and send apologies in advance if they are not able to attend.

Role Description

Responsibilities and tasks

- To ensure that Healthwatch Westminster is effective in meeting its objectives in line with the aims and values of Healthwatch.
- To ensure that Healthwatch Westminster will actively seek views from all sections of the community – not just from those who shout the loudest, but especially from those who sometimes struggle to be heard or are not being listened to.
- Regularly review the list of priorities, receive updates on potential new more urgent priorities and advise how the list of priorities should be adjusted.
- Uphold the highest standards of ethics and confidentiality.
- Monitor project progress consider the impact of Healthwatch interventions.
- Represent the public and their views about healthcare priorities.

Person Specification

The following attributes are required of the successful candidate:

- Reside/work or have an affiliation with the borough of Westminster.
- Able to work as part of a team and support others.
- Ability to use IT and web-based applications.
- Possess a strong interest in health and social care services.
- Can commit sufficient time to fulfil the role effectively.
- Respect diverse viewpoints and are dedicated to equality and diversity.
- Time and commitment to effectively discharge the responsibilities of the post.

Knowledge And Experience (Desirable)

- Good local knowledge of Westminster, its communities, and organisations.
- Good understanding of health, social care and wellbeing policy issues/challenges facing NHS and local authority.
- Experience of working in a collective decision-making group such as a board or group.
- Experience of working with voluntary groups.

How to apply

To apply for this influential role, please send a brief expression of interest to info@healthwatchwestminster.org.uk addressing the following points:

- Your work and volunteering background (you may send your CV instead, if preferred).
- What motivates you to contribute to the work of the Healthwatch Westminster Advisory Board
- What experience and skills you can bring to the Advisory Board (whether paid, unpaid, or lived).

For an informal chat about the role, contact our Engagement and Volunteer Coordinator Ruth Daniel: ruth.daniel@advocacyproject.org.uk / 07931 555 236.

Learn more about Healthwatch

- Healthwatch England: <https://www.healthwatch.co.uk/>
- Healthwatch Westminster: <https://www.healthwatchwestminster.org.uk/what-we-do>