

Chair of Health & Wellbeing Network – Job Description and Person Specification

About the Health & Wellbeing Network

The Health and Wellbeing network meetings provides opportunities for partnership, networking, informing policy, updates on the health & wellbeing landscape and shared learning about health and wellbeing throughout the borough. The meetings will take place three times per year.

It works to build relationships, share ideas and influence strategic decision-making across the city, and beyond into Bi-Borough, for the benefit of the diverse communities that make up the City of Westminster and the voluntary sector.

The Network is facilitated by One Westminster – The CVS and Volunteer Centre for Westminster.

OUR MISSION: To be the recognised and respected voice of the voluntary and community sector in Westminster.

OUR VALUES:

To be open, transparent and accountable to the organisations and communities we represent.

We believe in strong and active partnerships, in which everyone operating in the voluntary and community sector, who wants to, can have a voice.

Role Purpose

Overall, the Chair will act as the figurehead for the Health & Wellbeing Network, providing leadership, maintaining links with relevant charities and community groups who have a focus on health and wellbeing in Westminster and with key stakeholders such as the City Council and West London and Central CCGs.

The Chair will chair meetings of the Health & Wellbeing and liaise regularly with the One Westminster facilitator to agree agendas and priorities for discussion.

Key tasks: Supported by One Westminster -

- Champion the Health and Wellbeing Network within the sector and externally to stakeholders.
- Ensure and sustain strong relationships across the Voluntary and Community Sector and between the sector and key stakeholders such as the City Council and CCGs.
- Work alongside the One Westminster facilitator to prepare agendas and plan network meetings.
- Provide, facilitate and empower Health and Wellbeing Network members to contribute and inform Health and Wellbeing meetings, work-shops and general priorities.
- Feeding in-to the Westminster Health and Well-Being Board meetings by passing on relevant priorities to the WCN Chair on behalf of the sector.
- Report back and be accountable to the wider Westminster Voluntary and Community sector.

Key Skills, Knowledge and Experience

- A willingness to lead the Health & Wellbeing Network
- Possesses charisma, diplomacy and powers of persuasion
- Evidenced understanding of the complexity and variety of the voluntary and community sector in Westminster and the different needs and challenges facing organisations with a health and wellbeing focus.
- Existing relationships with key stakeholder partners
- Good knowledge (or willingness to learn) of the Health and Well-Being agenda within Westminster.
- Ability and willingness to be an ambassador for the Health and Wellbeing Network and to represent the Health and Wellbeing Network positively to external audiences
- Integrity, wisdom, good judgement and independence of mind
- Able to commit enough time to leading the Network, this will be equivalent to about 8 days a year
- Experience of leadership and working in a non-executive capacity
- Proven ability to act in the wider interest and not for sectional or organisational interest.