



Department  
of Health &  
Social Care

# Department of Health and Social Care Non-Executive Director Vacancy

## Department Information

The Department of Health and Social Care (DHSC) is at the heart of delivering the Government's priorities and supporting Ministers to enable everyone to live more independent, healthier lives for longer. The Secretary of State has clear priorities for the operational performance of the health and social care system, alongside the NHS Long Term Plan and Government Manifesto commitments.

## The Role

Our Non-Executive Directors will offer a fresh perspective on our work, drawing on their skills and experience from a wide range of sectors both nationally and internationally. We are interested in people with diverse backgrounds with proven leadership experience in large scale delivery organisations in the private, public or voluntary sectors or with expertise in the clinical, life sciences or local government sector. If you believe you have the ability, experience and enthusiasm to join us we look forward to hearing from you.

As a NED of DHSC, you will participate in regular board activities and have a strong understanding of corporate governance and a commitment to the principles of public service, with the highest standards of personal propriety in relation to governance, accountability, risk and financial management. As the current NED Chair of our Audit and Risk Committee is stepping down next year we would like to hear from applicants who would have an interest and the necessary skills to undertake that role also.

## Person Specification

We are particularly interested to hear from applicants who can bring skills and experience in one or more of the following areas, though candidates with relevant experience in other areas will be considered for the posts:

Experience of **local government** or **adult social care** sectors to bring a perspective to the Board and support to the Department's priorities to reform adult social care and improve health across some of the country's most challenged communities.

**Financial experience and expertise**, to support the Department's finance, audit and risk processes, and to be able to constructively challenge the board on issues such as commercial governance.

Experience within an **NHS leadership** setting to support the Department's challenges to support frontline delivery and work to improve the public's experience of the NHS.

Experience and from the **life sciences sector** to support the Department to deliver on its bold life sciences vision to deliver life-changing innovation in health care.

## **Job description**

Non-Executives attend the Departmental Board which meets quarterly and is chaired by the Secretary of State and attended by the Department's most senior officials. The Board's role is to bring independent advice, support and challenge to the Executive Team to help shape the Department's work, particularly in terms of delivery.

Non-Executives are also expected to contribute to the work of Departments in the following areas:

- **Independence:** provide an independent perspective and assurance, including advice to the Permanent Secretary, on the capability of the Department. Provide independent support, guidance and challenge on the progress and implementation of the business plan
- **Strategy:** constructively challenge and contribute to the development of strategy and business planning, including the setting and development of key objectives and targets
- **Performance:** scrutinise the performance of the organisation in meeting agreed goals and objectives, and monitor the reporting of performance, including financial targets
- **People:** develop and encourage appropriate behaviours to maintain or improve the departmental people strategy, including ethical and directional issues such as diversity and senior jobholder moves
- **Governance:** satisfy themselves that governance, internal control and risk management systems are effective and capable of delivering relevant, accurate and timely management and financial information to the Board
- **Support:** the Board in developing skills and tools to help it engage with strategic issues in ways which have practical resonance;
- **Connect:** the Board to people and organisations who can provide different perspectives, opinions and expertise which will assist in furthering the business of the Department
- **Specialist Responsibility:** underpin, support and specialise in one or more areas of work, supplementing skills and experience already in place across Human Resources, Digital, Finance, Operations, Commercial, Risk and Policy.

### **Essential criteria and experience for this role**

- Previous Non-Executive Director experience on a public or private sector Board.
- Significant experience of leading and supporting the development of strategy and business change across the public or private sectors.

### **Desirable criteria and experience for this role**

- Significant life sciences, local government, NHS Leadership and/or adult social care experience preferably with a track record of delivery in our most challenged communities.
- Significant financial experience relevant to organisational financial controls, audit and risk.
- Experience of taking high level ideas, turning them into deliverable products or programmes; and monitoring delivery programmes to successful outcomes;
- Ability to understand complex strategic issues quickly, and analyse and resolve difficult problems;
- An understanding of the sectors and partners with which the Department operates, and their commercial drivers and;
- An understanding of the key challenges faced by the public sector and the ability to bring experience to bear on these challenges;
- An engaging and collaborative working style with the ability to adapt to a wide range of political and non-political partners;
- A strong desire to support the successful delivery of the department core agenda; and
- The ability to contribute and inspire confidence with a wide range of stakeholders in both formal environments (such as Board meetings) and in less formal environments (such as one-to-one meetings with executives)

**Eligibility:** This post is 'non-reserved' and is open to UK Nationals, British Nationals (Overseas), British Protected Persons, Commonwealth Citizens, EEA Nationals of other member states and certain non-EEA family members and Swiss nationals under the Swiss EU agreement. There must be no employment restrictions or time limit on your permitted stay in the UK. You should normally have been resident in the United Kingdom for five years preceding your application.

**Diversity:** the department is committed to ensuring equality of opportunity and that all our systems and processes are fair, open and objective. We endeavour to promote this approach in those with whom we come into contact. We are responsible for ensuring that the highest principles of equal opportunities policy are put into effect. As an equal opportunities employer we make no distinction between people on grounds of their race, ethnic or national origin, age, religion or belief, sex, marital status, disability, part-time status

or sexual orientation. We would particularly welcome applications from diverse individuals / individuals from different backgrounds.