

DHSC NED Role Description and Person Specification – For Reference

FIELD	EXPLANATION
Post	Non-Executive Board Member (NEBM) – Department of Health and Social Care
Appointing Body	Department of Health and Social Care
Department / Sector	Department of Health and Social Care
No of vacancies	Up to 4 X1 Lead NED X2 NEDs X1 ARC Chair and NED
Location	London/Leeds/remote (occasional travel in the UK)
Vacancy Description	<p>The Department of Health and Social Care (DHSC) is seeking to appoint a non-executive board member. As a Non-Executive Board Member, the successful candidate will provide external advice and expertise, underpinned by consideration from an independent standpoint, which informs the Department's decision-making process.</p> <p>DHSC role and responsibilities. The non-executive will:</p> <ul style="list-style-type: none"> • Sit on the Departmental board, chaired by the Secretary of State for the DHSC; • Advise on performance and transformation, operational issues and the effective management of the Department; • Provide independent scrutiny for the Department upon request; • Advise on cross-government initiatives and policies; • Advise and support on the operational implications and efficacy of policy proposals, focussing on getting policy translated into results; • Work with senior officials and their offices to continue to improve Departmental performance; • Have the financial acumen to ensure that Departmental finances are managed properly during a period of budget reductions; • Bring commercial experience and expertise to the role – to be able to constructively challenge the board on issues pertaining to development of strategy and risks to its delivery; • Have the professional credibility and authority to challenge DHSC leaders;

	<ul style="list-style-type: none"> • Provide independent, constructive and insightful analysis of DHSC strategy and performance; and • Be able to build relationships and offer mentoring, support and guidance to senior leaders in the department. <p>Policy will be decided by Ministers alone, with advice from officials. For more information on Departmental boards and government non-executives please see: https://www.gov.uk/government/publications/role-of-government-nonexecutives</p>
Person Specification	<p>The successful candidate will demonstrate the following qualities or skills:</p> <p>Essential for all roles:</p> <ul style="list-style-type: none"> • Significant experience of leading and supporting the development of strategy and business change across the public or private sectors. <p>Essential for 1 post:</p> <ul style="list-style-type: none"> • Experience of a Senior role in National Government or UK Parliament <p>or</p> <ul style="list-style-type: none"> • Experience of a Senior role in the Commercial Sector <p>or</p> <ul style="list-style-type: none"> • Experience of risk, performance and financial management; <p>Essential for Lead NED:</p> <ul style="list-style-type: none"> • Board Level senior leadership experience; • The ability to lead the Department's Non-Executive team effectively by providing direction, expertise and challenge to the Board. <p>Desirable for all posts:</p> <ul style="list-style-type: none"> • Be able to demonstrate a track record of adopting innovation and delivering change in a complex business environment, in particular with a focus on technology and data • 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;

	<ul style="list-style-type: none"> • 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)
Time Requirements	<p>Approximately two to three days per month, including 4 Departmental Board meetings annually.</p> <p>3 year contract</p>
Remuneration	<p>£15,000 per annum And additional £5,000 per annum for the roles of Lead NED and Chair of Audit and Risk Committee</p>
Closing Date	Sunday 19th February 2023
Interviews	W/c 6 March – 17 March
How to apply	Please send a CV and covering letter to: NEDs@dhsc.gov.uk
NHS appointment?	No