

## NHS Community Voice Consortium Representative Role Description

**What is the goal to be achieved?**

**To contribute to the design and delivery of two local NHS Community Voice meetings per year.**

**What tasks need to be done to achieve this goal?**

- 1. To help with the design of meetings by**
  - **Attending steering group meetings**
  - **Identify possible topics, time, date, speakers and venue for meetings.**
  
- 2. To help with the delivery of the meetings by**
  - **Chairing their local NHS Community Voice meeting (twice a year)**
  - **Attending the PPI Committee meetings (once a month)**

**Role description for one volunteer**

**NHS Community Voice Consortium Chair/Officer**

**As an NHS Community Voice Consortium chair/officer, you will be representing patients and service users in your local area. You will work closely with Healthwatch Hackney's project co-ordinator in designing and delivering two meetings per year on a health and wellbeing related topic.**

<p><b>Skills and Qualities Required Essential</b></p> <ul style="list-style-type: none"> <li>• Hackney Patient/resident</li> <li>• Experience of /capacity for chairing large community meetings</li> <li>• Articulate and confident individual with good skills in community engagement</li> </ul>	<p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• History and experience of patient involvement</li> <li>• Current involvement in Patient forums</li> </ul>
<p><b>Level of commitment required</b></p> <ul style="list-style-type: none"> <li>• To commit to 1-2 days a month, this may be in order to attend at least one of the following meetings             <ol style="list-style-type: none"> <li>1. NHS Community Voice steering group</li> <li>2. PPI committee</li> <li>3. Local NHS community voice meeting</li> </ol> </li> </ul>	
<p><b>Training that could be offered</b></p> <ul style="list-style-type: none"> <li>• Bespoke training as and when need is identified</li> </ul>	
<p><b>Potential progression routes</b></p> <ul style="list-style-type: none"> <li>• Lay member on a programme board</li> <li>• Wider patient Representative on national forums</li> <li>• As a member of the PPI Committee, Chairs/Officers would have access to wider opportunities</li> </ul>	