

## Role Description

### SECTION 1: Description

**Role Title:** Chair – Quality Governance Collaborative Board

**Location:** Royal College of Physicians of Edinburgh

**Date:** May 2024

**Further information:** The term of office for this post is 3 years, subject to satisfactory annual appraisal with the senior independent director and RCPE President. The role is unremunerated however reasonable expenses for travel and subsistence will be payable, in line with College policies.

The QGC is an independent, neutral, non-governmental body committed to developing a new, integrated approach to quality governance in healthcare. We bring together multi-professional groups as part of national and international collaborations with the aim of highlighting issues and improving the practice of quality governance, particularly but not exclusively, in healthcare.

The QGC works closely with, and advises, governments, royal colleges, board directors and other healthcare professionals and individuals involved in the delivery of patient care and public involvement. Improved governance systems will be achieved through the promotion of a National Quality Governance Fellowship Educational Programme, research publications and policy positions, symposia discussions and direct healthcare organisation providing governance support via audits and invited reviews to healthcare organisations.

The QGC's goal is to be an exemplar by helping to shape UK and international quality governance practice, ensuring that health systems continue to deliver for patients.

### SECTION 2 Role and Responsibilities

The role of the Chair – Quality Governance Collaborative Board encompasses the following duties and responsibilities.

The Chair is expected to:

- Serve as a RCPE QGC's ambassador in promoting excellence in governance and championing the provision and development of quality governance in healthcare on behalf of the RCPE Quality Governance Collaborative.

- Promote the development of quality governance in healthcare – by identifying how the QGC can increase its presence and footprint both nationally and internationally.
- Work closely with the QGC Director, senior independent director, QGC Ambassador and Board to ensure QGC promotes excellence in governance in healthcare on behalf of the RCPE both nationally and internationally.
- Lead the QGC Board, ensuring it effectively delivers its functions in an active and collaborative manner – by setting the agenda, format and tone of Board activities to promote effective decision making and constructive debate.
- Develop the capability and capacity of the QGC Board – by contributing to the appointment of Board Members.
- Report to RCPE Council on behalf of the QGC Director and Board – current and new governance development activities, which QGC intends to promote and undertake.
- Act as the main point of contact within the QGC Board for external queries and sharing of information in alignment with the QGC Director and QGC faculty.
- Ensure that the Chair’s expertise is highlighted when promoting new and future RCPE QGC work.

It is important that the Chair clearly differentiates their role from that of the QGC Director and should not become involved in the day-to-day management of the Collaborative.

**Time commitment** – the Chair is expected to Chair no more than 4 Board meetings per annum, and be available for consultation where agreed and appropriate.

## SECTION 3 Selection Criteria

### Person specification Skills & Experience

Essential	Desirable
Fellow in "Good Standing"	Experience as a Charity Trustee
Capacity to communicate effectively and sensitively with others, with excellent written communication skills	Chairing experience at regional or national level
Excellent analytical skills and be capable of reading and absorbing large amounts of complex information quickly	Worked in / Chaired international Boards
A style that engenders a positive collaborative culture, sustaining high performing and effective understanding of governance allowing to engage with colleagues.	Minimum 5 years of experience Chairing healthcare related Boards
Demonstrable record of accomplishment of strategic planning / governance	Experience working in commercial Board setting
Experience of successful and sustained Chairing of Boards both in other organisations and in the general field of governance	
Excellent judgement and decision-making skills	
Commitment to equality and diversity	

## SECTION 4 Application process

Informal enquiries can be directed to Prof Michael Deighan FRCP Edin at [governance@rcpe.ac.uk](mailto:governance@rcpe.ac.uk) should you wish to discuss the role in more detail.

The appointment of Chair is made in the first instance by the QGC Board and then subsequently ratified by the RCPE Council. This role is open to Fellows of the Royal College of Physicians of Edinburgh.

Formal expressions of interest, stating why you are interested in the role and what you would bring to it, accompanied by a CV should be emailed to Lindsay Paterson, Director of Global Engagement at [l.paterson@rcpe.ac.uk](mailto:l.paterson@rcpe.ac.uk) by 9am on Friday 12 July 2024