

Advert

Owing to the retirement of the outgoing Chair, The Welsh Wound Innovation Initiative Ltd (not for profit Company) is seeking a Chair to lead our Board.

WWIL uniquely brings together the key voices on wounds in Wales, spanning government, NHS, academia, business and industry and the Third Sector, all of whom play a key role in overcoming the challenges of wound healing and the maintenance of skin health. Our Directors play a pivotal role in setting the strategic direction of the company, as well as holding management to account to ensure. The Board meets on a quarterly basis and its role is summarised as follows:

- Providing entrepreneurial leadership and setting and supporting the company's strategy;
- Ensuring the human and financial resources are available to achieve company objectives;
- Reviewing management performance;
- Actively contribute to and promote the success of the company;
- Ensuring that obligations to stakeholders are understood and met.

If you wish to have an informal and confidential discussion, please contact Maureen Fallon on 01443 443870 or alternatively e-mail Maureen: Maureen.Fallon@wwic.wales

Please note:

- Travel and subsistence expenses will be paid.

How to apply:

Please refer to the job description. If your qualifications and experience match the requirements for this role, please:

- E-mail your application to Rachel.Davey@wwic.wales
- Please attach your CV containing your e-mail address, daytime telephone contact with a cover letter summarising why you consider yourself particularly well suited for the position.

Closing date for receipt of applications will be Friday 7 August 2020.

Chair - WELSH WOUND INNOVATION INITIATIVE LTD

Remuneration:	The role of Chair is not accompanied by any financial remuneration, although expenses for travel may be claimed
Location:	Welsh Wound Innovation Centre Ltd; Rhodfa Marics, Llantrisant, CF728UX
Time commitment:	4 Board meetings per year. The Chair is also expected to have monthly teams meeting with the Chief Operating Officer and represent the company at various events and meetings with key stakeholders, if required.
Reporting to	Board Membership to include - Cardiff University; Swansea University; Cardiff Metropolitan University; Cardiff & Vale University Health Board and Cwm Taf Morgannwg University Health Board.

Job Description

Objective

The Chair will hold the Board and Executive Team to account for the company's mission and vision, providing inclusive leadership to the Board Directors, ensuring that each Director fulfils their duties and responsibilities for the effective governance of the company. The Chair will also support, and, where appropriate, challenge the Chief Operating Officer; Medical Director and Finance Director and ensure that the Board functions as a unit and works closely with the entire Executive to achieve agreed company objectives. He or she will act as an ambassador and the public face of the company in partnership with the Chief Operating Officer and Medical Director.

Principal Responsibilities

Strategic Leadership

- Provide guidance to the company and its Board, ensuring that the company has maximum impact for its beneficiaries
- Ensure that Directors fulfil their duties and responsibilities for the effective governance of the company
- Ensure that the Board operates within its Articles and Objectives, and provides a clear strategic direction for the company
- Ensure that the Board can regularly review major risks and associated opportunities, and satisfy itself that systems are in place to take advantage of opportunities, and manage and mitigate the risks
- Ensure that the Board fulfils its duties to ensure sound financial health of the company, with systems in place to ensure financial accountability

Governance

- Ensure that the governance arrangements are working in the most effective way for the company
- Develop the knowledge and capability of the Board of Directors
- Encourage positive change where appropriate address and resolve any conflicts within the Board
- Appraise the performance of the Board on an annual basis
- Ensure that the Board of Directors is regularly refreshed and incorporates the right balance of skills, knowledge and experience needed to govern and lead the company effectively, and which also reflects the wider stakeholder groups
- Work within any agreed policies adopted by the company

External Relations

- Act as an ambassador for the cause and the company
- Maintain close relationships with key members of the Government and with key influencers
- Facilitate change and address any potential conflict with external stakeholders

Efficiency and Effectiveness

- Chair meetings of the Board of Directors effectively and efficiently, bringing impartiality and objectivity to the decision-making process
- Ensure that Directors are fully engaged and that decisions are taken in the best, long-term interests of the company and that the Board takes collective ownership
- Foster, maintain and ensure that constructive relationships exist with and between the Directors and Executive team
- Work closely with the Chief Operating Officer to give direction to Board policymaking and to ensure that meetings are well planned, meaningful and reflect the responsibilities of Directors
- Monitor that decisions taken at meetings are implemented.

Relationship with the Chief Operating Officer and the Executive Management Team

- Establish and build a strong, effective and a constructive working relationship with the Chief Operating Officer, ensuring s/he is held to account for achieving agreed strategic objectives
- Support the Chief Operating Officer, whilst respecting the boundaries which exist between the two roles
- Develop and maintain an open and supportive relationship within which each can speak openly about concerns, worries and challenges
- Liaise with the Chief Operating Officer to maintain an overview of the Charity's affairs, providing support as necessary
- Conduct an annual appraisal for the Chief Operating Officer in consultation with other Directors
- Ensure that the Chief Operating Officer has the opportunity for professional development and has appropriate external professional support

Additional information

The above list is indicative only and not exhaustive. The Chair will be expected to perform all such additional duties as are reasonably commensurate with the role.

Person Specification

In addition to the qualities required of a Director, the Chair must also meet the following requirements: -

Personal Qualities

- Demonstrate a strong and visible passion and commitment to the company, its strategic objectives and cause
- Personal gravitas to lead a significant national organisation
- Exhibit strong inter-personal and relationship building abilities and be comfortable in an ambassadorial role
- Demonstrate tact and diplomacy, with the ability to listen and engage effectively
- Strong networking capabilities that can be utilised for the benefit of the company
- Ability to foster and promote a collaborative team environment

Experience

- Experience of operating at a senior strategic leadership level within an organisation
- Successful track record of achievement through their career
- Experience of governance and working with or as part of a Board of Directors
- Experience of external representation, delivering presentations and managing stakeholders
- Significant experience of chairing meetings and events

Knowledge and Skills

- Broad knowledge and understanding of the Health and Social Care, Academic and Commercial sector and current issues affecting it
- Strong leadership skills, ability to motivate staff and volunteers and bring people together
- Financial management expertise and a broad understanding of a not-for-profit company finance issues
- Good understanding of governance issues

Terms

The company Chair (and board members) will serve a three-year term.