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| **Job title** | **Director (Non-Executive)** |
| **Compensation** | £7,140 per year |
| **Time commitment** | Approximately 1 day per month (12 days per annum) |
| **Location** | Meetings will take place in Cambridge or remotely, as circumstances require |
| **Accountable to** | The Chair of the Board |
| **Term** | Non-executive Directors are appointed for terms of three years |

**About Eastern AHSN:**

Eastern AHSN (Academic Health Science Network) is part of the national network of AHSNs established in 2013 to support the understanding, adoption and spread of innovation into the NHS. The AHSN Network employs over 700 specialist staff and acts as the main innovation arm of the NHS.

At Eastern AHSN our purpose is to turn great ideas into positive health impact. As a member of the AHSN Network, we are a specialist advisory firm largely funded by NHS England and the Office for Life Sciences to increase the adoption of innovative technology, care pathways and medicines into the health and care system in the East of England. Our people work on new care pathways and technology-enabled change programmes alongside clinicians and managers in the NHS, and we also support academics and the wider life sciences industry to position their products for use in the NHS. Some of our recent achievements include the roll-out across the East of England of new clinical pathways for eating disorders and ADHD diagnosis in young people; building a secure cloud-based system for storing genomics data across multiple organisations and supporting life sciences companies to secure over £24 million of external funding in 2022-23 alone.

Our team of around 60 people includes clinicians, clinical scientists, health data specialists and life sciences industry professionals, as well as specialist project and programme managers. We have enjoyed significant growth over the last few years, and we continue to grow our team in response to regional business opportunities in health informatics, real-world evaluation and partnership working with the region’s health and life sciences industries. We work closely with the leadership teams of the Integrated Care Systems (ICSs) in the East of England and we enjoy close working relationships with the region’s universities including Cambridge, ARU and the University of East Anglia. We also benefit from the East of England’s status as the home of some of the greatest science and the most brilliant health and care practitioners in the world. We enjoy wide range of trusted relationships with industry, ranging from the multinational life sciences companies on our patch through to the huge number of start-ups who flourish in our region.

Ultimately our role is to convene the most appropriate partners in response to a health system challenge and to support them in the detailed implementation and evaluation work needed to bring their solutions to fruition for the benefit of patients and the NHS.

Eastern AHSN is at an exciting time in its development. All AHSNs have been awarded a further multi-year licence from October 2023 and will be rebranded as the Health Innovation Network. Eastern AHSN will therefore become Health Innovation East, and we are looking forward to this exciting next stage in our development.

###### **Job summary:**

###### Eastern AHSN is an independent company limited by guarantee. It is governed by its Board, which has collective responsibility for the company’s performance. The Board is led by an independent Chair, to whom our non-executive directors and the executive director (CEO) are accountable. It plays a critical role in shaping our strategy, vision and purpose and holds the. company to account for the delivery of our strategy and objectives. The Board is also responsible for ensuring that the strategic risks to the organisation are managed and mitigated effectively.

Eastern AHSN is now seeking up to three exceptional individuals to join our Board as non-executive directors. They will bring their strategic and/or executive expertise to Eastern AHSN as we grow our influence and our capacity to support the adoption and spread of innovation in healthcare across the East of England. We will also require candidates to display previous commercial experience as we continue to grow and diversify our income streams as set out above.

We are particularly looking for candidates with experience in the following areas:

* Business development and leadership in healthcare innovation
* Using healthcare data and informatics for the benefit of research and patient care. This could include experience in genomics and genomic data.
* Strategic communications, engagement and public relations;
* Innovations and/or policies contributing to the Net Zero agenda.

###### The time commitment and workload for the non-executive directors will be approximately 12 days per year. This includes half days attending our quarterly board meetings, plus approximately half a day preparing for each of those meetings. There will be a similar time commitment for candidates who become a member of either of our two Board sub-committees - the audit committee or the nominations and remuneration committee. Non-executive directors will be expected to attend Board meetings and the meetings of the committee of which they will become a member. We also hold Board development sessions once or twice a year, which are for a whole or half day.

Each non-executive director will have the opportunity to work closely with members of the executive -allowing for a deeper insight into the work of Eastern AHSN and for the non-executive directors to provide the executive with the benefit of their particular expertise, experience and networks.

**Purpose of role:**

Non-executive directors should assist in developing Eastern AHSN’s strategy and the key performance indicators required to achieve it. They should also provide constructive challenge to the proposals brought to the board and its committees. Crucially, a non-executive director must balance the need to remain independent of the day-to-day operations of Eastern AHSN, with the need to maintain and display a level of knowledge that will enable them to ask perceptive and objective questions. As directors of Eastern AHSN, our non-executive directors collectively share responsibility for the overall performance and success of the organisation.

**Key responsibilities:**

Key responsibilities of the non-executive directors include:

***Strategic direction***

Provide a clear and informed contribution and act as a constructive critic in looking at the objectives and plans devised by the executive. This will include ensuring that the necessary resources, skills and finances are in place to meet the objectives arising from the strategy.

***Monitoring performance***

Monitor the performance of executive management, especially regarding progress made towards achieving the determined company strategy and objectives. The non-executive directors also help to determine the appropriate levels of remuneration of executives, play a lead role in appointing executives, and oversee succession planning.

***Communicatio****n*

Connect Eastern AHSN and the board with networks of potential business connections and stakeholders. In some cases, the non-executive director may be called upon to represent the company externally.

***Risk identification and management***

Non-executive directors should satisfy themselves that risks are being identified, managed and mitigated, including those associated with the integrity of financial information and that financial controls and systems of risk management are robust and defensible.

It is the responsibility of the whole board to ensure that the company accounts present a true and fair reflection of its actions and financial performance and that the necessary internal control systems are put into place and monitored regularly and rigorously. Non-executive directors have a key role to play in fulfilling this responsibility.

**Person specification:**

You will have a senior public sector, business or academic background, and you will also demonstrate a knowledge of the key success factors in working closely with the NHS and other care providers. You will be able to demonstrate a passion for driving innovation in health and care.

More generally, we would expect non-executive directors at Eastern AHSN to have the following competences:

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| **Competence** | **Essential requirements** |
| Qualifications and training | * Degree or professional qualification |
| Knowledge | * The credibility, leadership, support and authority to help shape Eastern AHSN’s strategy, programmes and activities * Awareness and understanding of the forces that impact healthcare in the UK and the related challenges |
| Experience | * Experience in healthcare, health sciences, academia, clinical research, and/or related business * Experience as a board member with demonstrable success in providing guidance and leadership |
| Skills | * Commercial and business acumen * Highly developed communication and interpersonal skills * An ability to understand complex strategic issues and analyse difficult problems * Sound judgment and diplomacy * A developed knowledge and understanding of corporate governance, reporting and risk |
| Disposition/ aptitude | * Entrepreneurial spirit with a solution orientated mindset * Highest level of integrity and proven skills in diplomacy, problem solving, discretion and confidentiality * Independent of mind and impartial, while skilled at working in a team * Brings genuine passion for the work and purpose of the NHS and specifically Eastern AHSN * A commitment to the organisation’s objectives, values and behaviours * Takes accountability seriously, with an understanding and acceptance of the legal duties, responsibilities and liabilities of directorship |

This job description is intended as an outline of the general areas of activity and will be amended in the light of the changing needs of the organisation.

**Timetable**

Candidates are requested to send their CV and a covering letter (maximum two pages) setting out why they are interested in the role and how their experience demonstrates their suitability. Applications should be sent in confidence to [HR@eahsn.org](mailto:HR@eahsn.org) by midnight on Sunday 24 September. Following a shortlisting process, panel interviews will be held in the week beginning Monday 2 October. This is likely to be face-to-face in Cambridge. If you require any clarification on the role or any aspect of the application process, please email Teresa Au, our Company Secretary, at [**comsec@eahsn.org**](mailto:comsec@eahsn.org)**.**