



Notice of appointment of Trustees to Healthwatch Essex

Do you want to make a difference to health and care in Essex?

Do you want to become a Trustee of an award-winning charity? Healthwatch Essex is seeking up to three new Trustees to join its Board, and is looking for applications from exceptional individuals. Have you got what it takes to ensure that Healthwatch Essex is a thriving '*independent voice for the people of Essex, helping to shape and improve local health and social care services*'?

A full role-profile, highlighting the main responsibilities of our Trustees, as well as the knowledge, skills, attributes and experience required, is available at <http://www.healthwatchessex.org.uk/get-involved/vacancies/>. Details of the applications process and timescale are set out below.

Any further question or queries should be directed to: Thomas Nutt, Chief Executive Officer (thomas.nutt@healthwatchessex.org.uk), or to Mike Adams, Chair (c/o deborah.potticary@healthwatchessex.org.uk).

Application and appointment process

Our constitution is a little unusual, in that it requires that a majority of Trustees are appointed to the Board on the advice of an Independent Appointment Panel. The panel is made up of service user representatives, local County Council or District Council councillors, and representatives of local voluntary or community sector organisations. There are therefore two stages to the application and appointment process:

1. **Application and shortlisting.** Applicants are asked to submit a CV and a covering letter in support of their application, which will be assessed and a shortlist drawn up.
2. **Interview by an Independent Appointment Panel.** An Independent Appointment Panel will then review the shortlist, and invite candidates to attend a short interview. This is likely to take place at the end of March. The Panel will then make recommendations to the Board of Healthwatch Essex as to suitable candidates to become a Trustee.

If you are interested, then please send a CV and supporting letter marked FAO Thomas Nutt, CEO, either via email to deborah.potticary@healthwatchessex.org.uk or by post to RCCE House, Threshelfords Business Park, Inworth Road, Feering, Essex CO5 9SE. The deadline is 28th February 2017.

*The supporting letter should outline your interest in, and suitability for, the role of Trustee. The statement should relate to the role profile, and you should be specific and give examples whenever possible – these can be drawn from your employment history, voluntary work, or any aspect of your life. **The letter should be no longer two sides of A4 in length.** Please also provide the names of two referees, who we can contact in the event that your application is successful.*

Your CV and supporting letter will be used in the shortlisting process, and you may be invited to interview at the end of March 2017 (TBC).

It is anticipated that the outcome of the appointment process will be announced by the end of March 2017.

Thomas Nutt
Chief Executive Officer
Healthwatch Essex

30th January 2017