

COMMUNITY ADVISORY BOARD

RECRUITMENT PACK

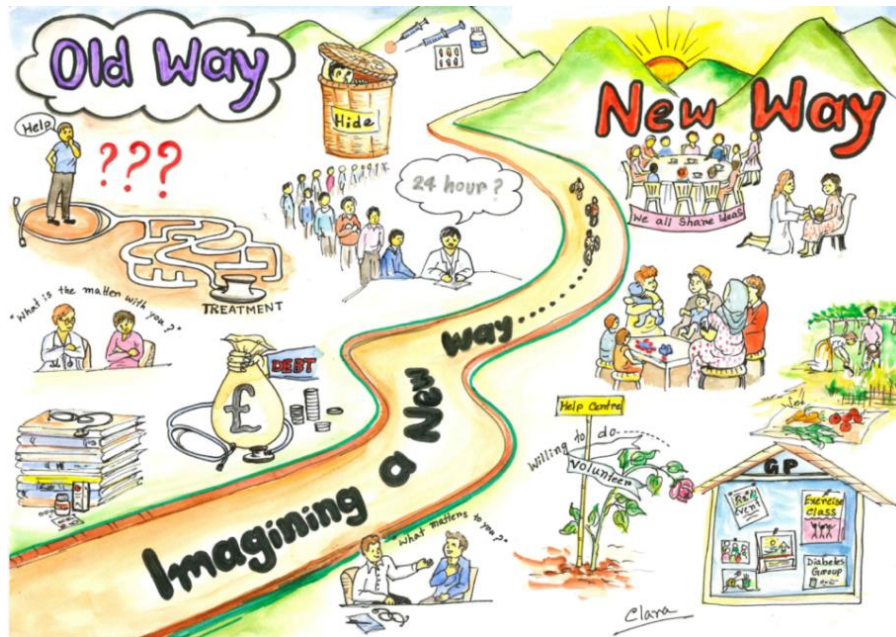


About Bromley by Bow Health

Bromley by Bow Health is a partnership of three GP surgeries in Tower Hamlets, namely Bromley by Bow Health Centre, XX place Health Centre and St Andrew's Health Centre.

Vision

Moving away from the traditional way of working to a new way which involves the community and their expertise. A community that is connected and supports one another to be well and healthy.



Mission

Creating healthy, connected, communities together

Values

- Be compassionate
- Be a friend
- Have fun
- Assume it is possible

Bromley by Bow Health is an organisation that is unique in the way it delivers health. We are not a traditional GP Surgery; but an organisation that offers more than medical support to our communities.

According to research 70% of health outcomes are not due to medical related issues but due to social environmental factors. Therefore, there is a need for us to address health in a more holistic way, taking all factors into account. To do this, we work alongside a number of organisations to provide better support to our communities.



During this current pandemic, a lot of changes have occurred, we have developed in many ways, quick decisions and adaptations have been made; we are learning from this. It has shown us that the community plays an important part in maintaining health and wellbeing. It has also shown that communities can be very creative, innovative and resilient when faced with a difficult task; this is exactly the type of thinking that we are looking for in the Community Advisory Board.

We need to find a new way of working together; taking all factors into account, this includes: the way we use information, governance, supporting people feel more in control of their health and wellbeing, thinking about the health and wellbeing of our population and much more.

To support this work, we are also looking to find a group of enthusiastic people who would like to be part of a Community Advisory Board at Bromley by Bow Health. This group will work alongside the organisation, supporting to identify areas that need improvement, being involved in making the changes happen, decision making and more. This Board will continuously be involved and representing the voice of our patients in the work we do going forward.



Structure and Offer

There is a lot happening in our community, activities, support, connections and much more. People are experts in their own health and understand their local community best thus can provide understanding, knowledge and support. We want to build on these and draw in all the expertise to help create a better General Practice.

Each of our GP Practices will have a Community Advisory Board, which will be a group of 12 people and they will meet four times a year. 4 representatives from each Board will also be required to meet an additional two times a year as part of the Central Advisory Board. This group will consist of 12 people.

This Community Advisory Board will contribute to the governance and development of the organisation, provide advice in the way the organisation works and ensure that it is in line with the needs of our community.



The Community Advisory Board will form a vital part of our governance structure and will be a formal group. However, there are other avenues for people to offer feedback and input such as in our Quality Improvement projects whereby the practice identifies areas of work that they need to improve on, plan and implement e.g. in the past they have worked on improving the appointment system.

The Community Advisory Board will also use this information to inform their recommendations, making sure they are truly representative of the community's views.



Post Description

Post Title: Community Advisory Board Member

Location: Bromley by Bow Health (3 sites, based at site registered in)

Responsible to: Representing patients

Responsible for: Bromley by Bow Health

Hours: Local Boards will meet for 2hr quarterly and Central Board will meet an additional 2 times (BBB – Wednesday 5pm-7pm, XXP – Tuesday 6pm-8pm, StAn – Saturday 11am-1pm)

What is the Community Advisory Board?

This Board will consist of patients and residents from around Bromley by Bow Health, representing their communities and patients.

They will provide support to the organisation in its improvement and development, the governance, be involved in the decision making process, provide advice and ensure Bromley by Bow Health is delivering the best health care service to the community and improving its health and wellbeing and working in line with the needs of our community.



The Board will bring in various skills; expertise and experience that will help shape the way health care services are delivered, the organisation works and how it works alongside the community.

The Board will be passionate about their community, wants to support the community to become healthier, resilient, and more connected.

Key Areas of Work

- Meeting with board members
- Contribute towards the development of the organisation and the communities health and wellbeing
- Support to improve the performance of Bromley by Bow Health. Ensuring that it is delivering high quality healthcare.
- To receive, read and consider reports
- Be a voice and representation for the community
- Offer advice, expertise and support to Bromley by Bow Health
- Work on agreed tasks set in the Board, contribute towards the responsibilities and decisions.
- Work alongside members of the Board from the other practices of Bromley by Bow Health. Representatives of each group to come together and meet every 6 months.
- Maintaining high level of confidentiality when dealing with sensitive information
- Work towards creating a fairer society and reducing health inequalities
- Ensuring that decisions which are made are in the best interest of Bromley by Bow Health, the community and its responsibilities are being met
- Participate in discussions and decision-making processes
- Attend meetings, events and trainings available to members
- Represent Bromley by Bow Health

Person Specification

- A commitment to the mission, vision and values of Bromley by Bow Health
- Willingness to devote the necessary time and effort
- Integrity
- Strategic vision – ability to look ahead and plan for the future
- Good, independent judgement
- An ability to think creatively
- A willingness to speak their mind
- Reliable individual
- Critical friend

Requirement

- Attend Board meetings – attend all meeting arranged. Support the objectives and vision and mission of Bromley by Bow Health and that agreed by the Board. Also contribute towards the development of the organisation and the community's health and wellbeing. Take part in the responsibilities and decision of the Board and staff.
- Additional meetings – there may be various community and organisation meetings that may require for Board members to participate in.
- Code of Conduct – maintain a high level of respect when working alongside others. Respecting all members/staff, treating all with dignity, respect views and opinions of others without being judgmental.

Training, Expenses and Other Personal Development Opportunities

Advisory Board will receive various training to support their work and for personal development.

This includes:

- Full induction with staff at Bromley by Bow Health
- Listening and meaningful conversations training
- Connections training
- Community Organiser training
- Other training available at the time
- Travel expenses will be covered for those who commit to a minimum of 8 hours in a year
- Opportunity to be voted as chair of local Advisory Board
- Also, opportunity to be elected as the Patient Director who will be responsible for the Central Advisory Board (various opportunities within this role including attendance allowance for additional meetings attended – required to attend 12 meetings annually)

If you are passionate about the health and wellbeing of your community, getting involved, making a difference and more then apply for this position!

Application Process

- Complete expression of interest form and hand to a member of staff or email to below email address
- All forms will be processed
- Selection will be made by a panel representing Bromley by Bow Health and the community
- Once selected you will receive a call and be invited for an interview
- You will then be informed of the decision made via call

For more information contact:

Lutfa Begum on **074 1503 5950** or email Lutfa.begum1@nhs.net

Application reviewed quarterly