# Forum Central Third Sector Representative Advert and Role Description

West Yorkshire VCSE Rep on the West Yorkshire Mental Health, Learning Disabilities and Autism (WY MHLDA) Partnership Board.

# 

## Context

We are recruiting a new third sector mental health representative on the West Yorkshire Mental Health, Learning Disabilities and Autism (WY MHLDA) Partnership Board. Emma Holmes, CEO of Leeds Survivor Led Crisis Service, was the first rep to take this position, and is stepping down after a year. We’re so grateful for her support and advocacy, and are looking for another strong Third Sector voice to step into this role.

The WY MHLDA Collaborative is made up of four NHS trusts in West Yorkshire:

* Bradford District Care NHS Foundation Trust
* Leeds and York Partnership NHS Foundation Trust
* Leeds Community Healthcare NHS Trust
* South West Yorkshire Partnership NHS Foundation Trust

The West Yorkshire MHLDA Partnership Board is made up of the four trusts as well as representatives from each place across the system, including local authorities, NHS England (NHSE) and the Voluntary, Community and Social Enterprise (VCSE) sector. The partnership board evolved over time from being predominantly led by the trusts to now being more evenly split between NHS providers and leaders from other sectors in the West Yorkshire system, including the VCSE Sector.

This board is driven by the provider collaborative and its core team and is chaired by Sara Munro, chief executive of Leeds and York Partnership NHS Foundation Trust and senior responsible owner (SRO) for the collaborative. To support decisions around which trust takes the lead on any workstream, the collaborative agreed on a set of principles and a neutral decision-making process to review a provider's capability and capacity, led by the programme team and West Yorkshire MHLDA commissioning hub.

[More information about the West Yorkshire Mental Health, Learning Disabilities and Autism Collaborative can be found here](https://nhsproviders.org/case-study-the-west-yorkshire-mental-health-learning-disabilities-and-autism-collaborative/governance-and-leadership#:~:text=The%20West%20Yorkshire%20MHLDA%20Partnership,Social%20Enterprise%20(VCSE)%20sector.).

## About the role

The role entails championing the work discussed in the WY MHLDA Partnership Board across the city and advocating for the diverse Third Sector within the board. The successful candidate will work with the Forum Central team in gathering and synthesising views from the sector to feed into the board, as well as feeding back from the board via Forum Central. It is an excellent opportunity to ensure that:

1. **The Third Sector** is able to to influence high quality health and care support and services and to contribute to improving wellbeing in Leeds
2. **The WY VCSE** harnesses the power of the Third Sector to help deliver the [Mental Health, Learning Disability and Autism Strategy](https://www.wypartnership.co.uk/application/files/6915/7486/5141/mental_health_learning_disability_and_autsim_five_year_strategy.pdf).
3. **City partners** receive the valued input and insight of the Third Sector and harness their contribution to Best City outcomes

Candidates for both roles must be able to provide time and capacity to commit to:

* Attending the WY MHLDA Partnership Board (3 hour meeting monthly)
* Attending the WY MHLDA VCSE Reference Group (90 min meeting monthly)
* Attending the Forum Central Health and Care Leaders Network when appropriate.
* Attending bi-weekly Leeds Health and Care Partnership Development Third Sector Reference Group Meetings when possible.
* Having regular contact with the Forum Central team members to discuss input from the sector across the agenda and for ongoing support.

## Commitment

Both the MHLDA Partnership Board and the VCSE Reference group meetings are held monthly, requiring approximately 3 hours preparation/feedback time.

## Knowledge, Skills and Abilities

Applicants should be able to demonstrate and give examples, evidencing skills and knowledge in the following areas:

* Have a good understanding of the VCSE sector, including citywide and regional strategies.
* Understand the VCSE strategy for the city and key partners within the broader strategic context for health and social care in particular.
* Be confident speaking on behalf of the sector, without a personal or organisational bias.
* Have a commitment to people’s voices being at the heart of decision making in Leeds.
* Be committed to reducing health inequalities and improving outcomes for people.
* Understand key relevant concepts including wider determinants of health and intersectionality.
* Have strong knowledge of the health and care system in Leeds and in particular the Third Sector, voluntary and community services and an understanding of the importance of place and asset based provision.
* Understand the strategic context for health and care in Leeds and the issues facing Third Sector organisations delivering health and care outcomes in Leeds.
* Strong communication skills and the ability to be a confident strategic voice for our diverse Third Sector with a willingness to challenge constructively and hold the board to account.
* Have experience of contributing to multi-agency meetings.

## Support to the role

The role is supported by a member of the team; the Forum Central Third Sector Advocates/ Representatives Relationship Officer or the wider team who provide:

* An induction which will address any training and development needs and provide information and data about Leeds Third Sector, Forum Central and representation.
* Links and introductions to the Forum Central membership and wider partnerships.
* Support for actions following meetings (e.g. accessing research, data, engagement with the wider sector) as required.
* Access to simple feedback mechanisms.
* Forum Central will communicate key messages arising from any board meetings to the wider sector (through the FC Website, Ebulletin, etc.).
* Support available to enable capacity if a lack of capacity is a barrier to you or your organisation (e.g. allocating a deputy rep from within Forum Central).

## Selection process

Interested parties should provide an expression of interest to [reps@forumcentral.org.uk](mailto:reps@forumcentral.org.uk)explaining how you meet the role criteria.

The expression of interest should be no longer than 400 words. Alternatively, you may submit a short video application explaining your suitability for the role.

Please indicate in your application if you would be happy for us to contact you about further opportunities in third sector representation.

## Contact

If you have any questions or would like more information on the roles please contact [reps@forumcentral.org.uk](mailto:reps@forumcentral.org.uk).