

Hywel Dda Partnership Board

Role description for service user and carer board members

APPOINTMENT:	Service User or Carer Board Member
ACCOUNTABLE TO:	Service Users & Carers across West Wales.
SUPPORT:	Service User and Carer Board Members will be supported by the WWAMH Development workers .
WORKING WITH:	Service User & Carer Networks
EXPENSES:	Travel and out of pocket expenses
APPOINTMENT TERM:	For three years subject to review of the Board
TIME COMMITMENT:	3 days per year West Wales Partnership Board 3 days per year National Partnership Board Expert Panel 4 days per year local networks There may also be an opportunity to be involved in task and finish Groups.

INTRODUCTION

The Hywel Dda Partnership is being established to oversee the delivery and implementation *Together for Mental Health – A Strategy for Mental Health and Wellbeing in Wales* and its Delivery Plan; to guide and monitor progress in West Wales, and to report local progress to the National Partnership Board.

The Mental Health Partnership Board will oversee progress at a local level and advise the Welsh government on progress, emerging issues and future priorities.

The Hywel Dda Partnership Board is made up of members of Hywel Dda Health Board, Local Authorities and other statutory agencies, Third sector and service users and carers.

Role of the Board

The role of the Board includes

- Oversee implementation of *Together for Mental Health* and its Delivery Plan, guiding and reviewing progress in West Wales.
- Advise the National Mental Health Partnership Board on progress, emerging issues and future priorities from West Wales.

- Ensure that implementation is based on a human rights approach, advancing equality and tackling inequalities, and that there is a full life course approach.
- Increase ownership in the Strategy through promoting wider involvement and engagement.

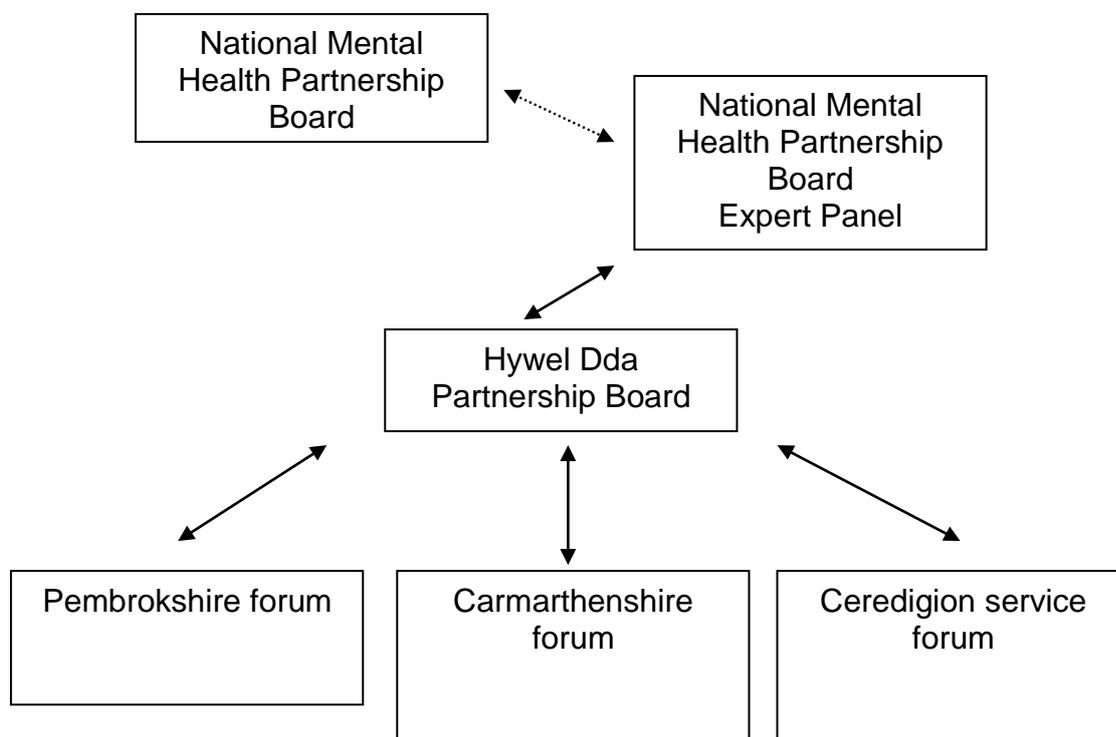
ACCOUNTABILITY AND SUPPORT

The service user and carer board members are accountable to service users and carers from across West Wales. The service user and carer board members will meet on a regular basis with service users and carers in their area at the WWAMH involvement forums.

Practical support for the role of Board member will be provided by WWAMH.

The successful candidates will agree to adhere to WWAMH's service user and carer involvement policies and procedures.

Diagram to show lines of accountability



Confidentiality and Conflicts of Interest

Board Members will be expected to notify the Chair of respective Boards when there is a potential conflict of interest relating to a specific item on the agenda.

KEY RESPONSIBILITIES

Service User and Carer Board Members will be required to play an individual and collective role, through verbal and written communication in the operation of the Hywel Dda Partnership board and sub groups, the National Partnership Board Expert Panel and sub groups and local service user and carer groups. The key responsibilities are:-

1. Attending Board meetings and sub committees, as necessary.
2. Attending the Expert Panel of the Mental Health National Partnership Board to provide a West Wales perspective at a national level.
3. Attend a range of agreed service user and carer focused meetings to feedback about what is happening at a local and national level and to gather service user and carer views.
4. To have regular meetings and liaise with the WWAMH staff particularly County based Development Worker staff to ensure consistency of overall objectives of service user and carer activity.

The duties outlined above are not exhaustive but serve as a guide to the current and major responsibilities of the role. Therefore, responsibilities associated with this role will inevitably vary and develop. In view of this the role description may be reviewed and may need to be altered. Such changes will be in consultation with the role holders.

This post will be subject to an enhanced CRB check.

Person specification

E = Essential, **D** = Desirable, **A** = Application, **I** = Int

	E	D	How A or I
A service user, an ex service user or a carer of someone who is / has used mental health services within the last 5 years in West Wales (in a primary or secondary care setting or both).	E		A
Able to establish strong links with service user groups	E		I
Able to meet a time commitment of 10 days per year.	E		I
Ability to work alone and as part of a team.	E		A&I
Ability and skills to promote the perspectives of service users and carers to reflect their views.	E		I
To be able to keep abreast of local and national mental health issues.	E		I
Welsh speaker.		D	A
Experience of committee or similar work.	E		A & I
Ability to attend meetings throughout Wales.	E		A
Good communication skills at all levels and through a variety of mediums.	E		A & I
IT skills or willingness to learn.		D	I
Report writing skills		D	A & I
An understanding of how and when to assertive	E		I
An understanding of how and when to be challenging, in a constructive manner	E		I