

President of the Academy for Healthcare Science

Role Descriptor, Specification and How to apply

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| Job Role: | AHCS President |
| Reports to: | AHCS Board of Directors |
| Terms of Office: | <p>Three years: six months as President Elect, two full years' term as President, and six months as Past President.</p> <p>Term can be extended by mutual agreement only if advertising at the end of the first term produces no new candidates for the post.</p> |
| Remuneration: | There is no remuneration for the post, but the Professional Bodies Council pays travel and subsistence for the President (where it is not claimable from outside organisations). |
| Time Commitment: | The president commits a nominal number of days. two PA's / one day per week as appropriate. |

The President is a senior officer of the AHCS and is supported by the CEO and secretariat (for administrative support).

The President may be supported by three Vice Presidents as agreed by the Professional Bodies Council. Vice Presidents will provide support and ensure there is four country representation.

Vice Presidents can deputise for the President at meetings as required.

[Vice President Role Descriptor to be developed]

The President reports directly to the AHCS Board.

Role and duties of the President

- The President provides leadership to the Professional Bodies Council and promotes the Council's agreed strategy and policies regarding the promotion of Healthcare Science
- Act as the chief professional representative of the AHCS / Professional Bodies Council and as such articulate and represent the collective views of the AHCS to Government, other stakeholders and the media.
- The President leads in the realisation of its strategy to introduce new initiatives and to champion change and developments.
- The President must ensure the AHCS Professional Bodies Council demonstrates an awareness and commitment to equality and diversity in all its actions both at an individual level and collectively.
- Liaise with the AHCS constituents to seek their views and develop consensus on cross-specialty issues as appropriate.

- Working with the Vice Presidents, ensure a four-country perspective and approach on issues where appropriate.
- Represent the AHCS at appropriate external events, with the support of the other officers and staff.
- Be the voice of the AHCS on professional issues, taking the lead in responding to the media and in making press statements as appropriate.
- Develop and maintain a strong professional media profile (X, Facebook, LinkedIn etc.) with relevant healthcare professionals and organisations.
- Develop and maintain personal relationships with the appropriate senior individuals in key stakeholder organisations (Government, UK Health Departments, NHS England, NES, WES, HCPC, PSA, NHS Employers, NHS professional organisations, relevant scientific organisations, etc).
- Chair meetings of the Professional Bodies Council of the AHCS.
- Membership as the AHCS President of key external groups to be agreed with the CEO.
- Through all the above activities, ensure the maintenance and enhancement of the AHCS's profile and reputation.
- Attend all Board meetings as an observer without voting rights and hold regular meetings with the AHCS CEO and Chair on strategy and direction as appropriate.
- Connect with Healthcare Science students (PTP, STP, HSST and Apprentices) at appropriate and/or relevant national and local meetings and events.

Skills and expertise

- High level political skills to manage and synthesise the varying views of the AHCS members whilst maintaining the support of members.
- Ability to represent the AHCS views clearly to ministers, officials and other senior stakeholders.
- Ability to engage constructively with Government and stakeholders so the AHCS and healthcare professional bodies and scientists are seen as constructive contributors to policy development and implementation.
- Ability to chair meetings, manage discussions and reach consensus. Previous experience of chairing executive level meetings is essential.
- Effective written, oral and media communication.
- Creative writer and developer of ideas to raise the profile of Healthcare Science.
- Are or have been a senior member in a UK Healthcare Science professional body (e.g. President, Chair, Treasurer, Secretary, Board, Council, etc.).

A future president should:

- Be a registered Healthcare Scientist who has practised in the UK for more than 10 years.
- Not be a current head of a professional body (when they take up office as President).
- They may, however, be the head of a professional body when they are nominated and accept the position of President-Elect.
- Be a fully paid-up member of a professional body which is a full member of the Council.

Process for Presidential Election

- Calls for 'Expressions of Interest' to become President-Elect will be advertised on 30th of September 2024 with closing date for completed nominations 23:59 on 18th of November 2024.
- The call for 'Expressions of Interest' for President-Elect will be communicated directly to all UK professional bodies in Healthcare Science, who are fully paid-up members of the Council.
- The call for 'Expression of Interest' will then be widely advertised via social media (LinkedIn, X, Facebook, etc.), on the AHCS website (Professional Bodies Council web pages, Vox, etc.).
- President nomination forms will be sent to the interested candidates by the AHCS Administrator (william.smith@ahcs.ac.uk) and they must be returned to AHCS Administrator (william.smith@ahcs.ac.uk) by the closing date, 23:59 on 18th of November 2024. The closing date, 23:59 on 18th of November 2024 will also be identified on the form. Forms received after that date will not be included.
- All applications will be collated before being sent to the Professional Bodies Council and to the AHCS Board to allow veto of any candidates, who do not meet the criteria in this specification.
- Where there is only one candidate meeting the pre-requisites of the role, the Professional Body Council will be invited to ratify the candidate's appointment via business conducted electronically.
- If there is more than one candidate, then a secret ballot of all full members of the Professional Body Council members will take place, this will be managed by the CEO, and the candidate with the most votes shall be duly elected.
- If there is a tie in the ballot the President shall have the casting vote.
- The successful applicant will be informed in writing by the AHCS Administrator (william.smith@ahcs.ac.uk) when they have been elected by the Council, which will be before the end of December.
- President-Elect will take up office on the 1st of January to hold office for six months until appointment as President on the 1st of July, and past President on the 1st of July, 2 years later.

Term of Office

A strict three-year term. In extreme circumstances (i.e. only if advertising at the end of the first term produces no new candidates for the post) there will be an option for the term to be extended by one year, by mutual agreement.

Vice-Presidents or immediate Past President would deputise for the president under these circumstances.

Remuneration / Expenses

The role of President is an unpaid, voluntary position. There is no remuneration for the post, but the Professional Bodies Council pays travel and subsistence for the President (where it is not claimable from outside organisations including the President's own professional body).

Time Commitment

The president commits a nominal number of days. two PA's / one day per week as appropriate. Whilst there is control over the timing of some commitments, others are outside the AHCS's control.

AHCS President Nomination Form

The nomination form will ask for the following:

In no more than 1000 words, please outline how you fulfil the pre-requisites required for this post and must include a statement of support from the candidates own professional body (statement not included in the word count).

- Demonstrate that you are a registered senior Healthcare Scientist, roles (current or previous) AfC Band 8/9 or equivalent.
- Provide a brief history of senior leadership of professional body and related organisations.
- Provide evidence of how you fulfil the skills required to be the AHCS President.
 - Examples of formal presentations and/or published academic papers.
 - Flexibility for networking and developing/maintaining personal relationships with the appropriate senior / high profile individuals in key stakeholder organisations (Government, UK Health Departments, NHS England, WES, NES, HCPC, PSA, NHS Employers, NHS professional organisations, relevant scientific organisations, etc).
 - Experience of chairing very senior board meetings.
 - High level political skills to manage and condense the varying views of professional body members whilst maintaining the overall support of the membership.
 - Experience of working with government health departments and ministers.
 - Demonstrate tactful and respectful negotiation skills.

Guidance Notes

- i. The Presidential role requires delivery against strategy and may also require representation of the AHCS at national/regional or local events/occasions as they arise.
- ii. The Presidential role has previously required*:
 - a. Three virtual and one face-to-face AHCS Professional Bodies Council meetings per year.
 - b. Three face-to-face AHCS Board meetings per year.
 - c. Three AHCS Board teleconferences (up to two hours).
 - d. Three strategic teleconferences with the AHCS Chair and CEO.
 - e. Regular update meetings with the AHCS CEO
 - f. At least one annual meeting with each of the Chief Scientific Officers/Advisors of the four devolved healthcare systems (England, Northern Ireland, Scotland, Wales) supported by the relevant Vice President
 - g. Attendance at specialist Healthcare Science meetings (NHSE LIA Group, Scotland (NES) Study days, Welsh Healthcare Science meetings).

- h. Attendance at awards ceremonies in the four devolved healthcare systems (England, Northern Ireland, Scotland, Wales).
- i. Preparation of Professional Bodies Council minutes, agenda, documents and reports, with administrative support from the AHCS.
- j. A knowledge of the [Fit and Proper Persons requirement](#) (Professional Standards Authority)

* Some events can be unscheduled because of changing political and strategic landscapes and spontaneous events around healthcare and involving Healthcare Scientists. This list is not exhaustive.

Interested?

Please send an email headed “President Expression of Interest” to: william.smith@ahcs.ac.uk, who, when your email is received, will send you a Nomination Form.

If you have not received your Nomination Form within two working days of sending your expression of interest, please follow up.

AHCS Governance Structure

