



TARA HUMPHREY CONSULTING

Job Description

<u>Job Title:</u>	CEPN Chair
<u>Location:</u>	The post holder may be required to work at any establishment at any time throughout the duration of this role
<u>Responsible For:</u>	The Project Manager, Network Administrator, Training Coordinator

Job Summary

The CEPN Chair will be passionate and dedicated to improving patient care and spearheading workforce transformation. Providing robust and visible leadership to support the successful implementation and development of the CEPN, the Chair will also work closely with CEPN partners to create a cohesive and inclusive vision and strategic plan for the network. With excellent communication and interpersonal skills and experience of the NHS, the CEPN Chair is pivotal to the success of the network.

Key Tasks and Responsibilities

1. To assemble and provide direction to the CEPN leadership team and wider range of network partners
2. To dedicate time to develop and maintain strong strategic relationships and partnerships
3. To prepare for and Chair CEPN operating and board meetings ensuring:
 - A balance is struck between time-keeping and space for discussions.
 - Business is dealt with and decisions are made.
 - Decisions, actions and deliberations are minuted.
 - The implementation of decisions is clearly assigned and monitored.
4. To act as the spokesperson and figurehead where appropriate
5. To attend local and national CEPN meetings
6. To share best practice
7. To understand the governance implications of the CEPN which covers finance, strategic planning, risk management and the accountability of the network
8. To navigate through the system and cultural challenges facing the network and the wider interconnected systems
9. To proactively look for opportunities to financially sustain and promote the network