



British Cardiovascular Society

President

Role Description

Term of Office: 3 years, following 1 year in Elect position

Context

The British Cardiovascular Society (BCS) is a membership organisation with charitable status. The President is a Trustee of the Society and a member of the BCS Board, Executive (Professional and Operational) and Council. The BCS Board of Trustees has oversight of the legal context and governance of the Society, setting and approving the strategy of the Society. The Executive ('Operational') implements the strategy and develops the operational policy. The Executive ('Professional') is a meeting of the BCS, BJCA, BSE, BSH, BCIS and BHRS focussing on Professional, Policy and Strategic matters. The Council addresses policy matters relating to the stakeholders of the BCS. All are chaired by the President.

The BCS is in its fourth year of its [5 year strategic plan](#). The BCS has an ambitious strategy to enhance its services and membership communications. It has an on-going vision to provide high quality education targeting all clinicians and health professionals, and to promote research in cardiovascular medicine in the UK in partnership with stakeholders. The BCS is the voice for all those working in the fields of cardiovascular care and research in the UK; we aim to represent and support both the professionals who work in cardiology and the patients for whom we want to encourage the best possible treatment. Our mission includes setting standards of clinical excellence for the benefit of patients and to be the primary source of professional advice and advocacy in the prevention, diagnosis and treatment of cardiovascular disease.

A key priority for the incoming President will be to work with officers, senior managers, non-executive directors and key stakeholders to develop the BCS's strategy beyond 2024.

Responsibilities

General

As a Trustee of the British Cardiovascular Society the President, all Vice Presidents and the Honorary Secretary are, along with the non-executive Trustees, responsible for ensuring the effective performance of the BCS and that the BCS meets its legal obligations.

All Trustees are expected to:

- work in partnership with other Trustees and the Executive to achieve the objectives of the BCS
- act as high level representatives for the BCS

Each Trustee is an equal member of the Board and has the same responsibility as the other trustees for the success of the organisation for delivering to its core purposes, values and mission and ensuring that there is compliance with its charitable status.

Specifics

The President is ultimately responsible for all matters relating to the BCS, ensuring the Society, in conducting its business, meets the legal requirements of the Charity Commission for England and Wales. This includes taking overall responsibility for corporate governance consistent with legislation and best practice, legal issues, finances and human resources. The President is responsible for developing the strategic direction of the Society, with the Board of Trustees, and overseeing its successful business planning and delivery with the CEO.

The President represents the Society in the UK and overseas and the President's personal involvement is crucial to the development of successful working relationships with Ministers and the Department of Health, senior officers of the Medical Royal Colleges, the British Heart Foundation, the European Society of Cardiology, the American College of Cardiology, other National Societies of Cardiology, the World Heart Federation, affiliated, associate, and patient groups, and partners of the BCS (including twinning arrangements with other Chapters, industry partners, and partnerships with other organisations such as the Royal Society of Medicine).

The President is required to engage with the media on matters of public or professional interest involving the practice of cardiovascular medicine.

The President reports to the Board of Trustees.

Meetings

To Chair meetings of:

- the Board (4 x 3 hour meetings per year)
- the Operational Executive (8 x 1 hour meetings per year)
- the Professional Executive (4 x 2 hour meetings per year)
- Council (3 x 2 hour meetings per year)
- the AGM (June meeting at BCS Conference)
- BCS Trainee Representative meeting (2 x 1 hour per year)
- BCS Principal Partnership Meetings (interchangeably with BCS Vice President Corporate Finance and Development)

The President is an ex-officio member of all the Society's committees and in addition will chair the:

- Joint Specialty Committee of the Royal College of Physicians (2 meetings per year)
- Professional Liaison Committee, National Clinical Audit Programme
- The National Institute for Cardiovascular Outcomes Research (NICOR)
- Heart Management Committee (2 meetings per year - co-chair)

In between meetings, the President will be expected to meet and/or engage in contact via email or phone, with the Chief Executive, BCS Officers, non-executive trustees, staff and volunteers as necessary.

The President is a member and required to attend:

- The BHF – Clinical Research Collaborative (CRC) Oversight Board

- and provide reports to the BCS/BHF Senior Management Group meetings (2 meetings per year)

And the following national groups and committees:

- Council member RCP (London)
- The Royal College of Physicians Council
- The Royal College of Physicians Fellowship Committee
- ACC leadership meetings (normally at ESC and ACC annual conferences)
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- ESC National Cardiac Society meetings
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Experience

Those standing for election for President should:

- Have management experience at senior level
- Be able to demonstrate a track record of successful leadership and management skills
- Have a track record of transparency and fairness
- Have good communication and interpersonal skills
- Have good chairing skills

Time Commitment

In addition to meetings set out above, it is anticipated that the BCS President's responsibilities will require an indicative commitment of, on average, 32 hours per month, with the need for flexibility given that this will be variable across the year linked to meeting and activity schedules.

If you are interested in this post, and would like to find out more, please contact Professor John Greenwood, BCS President (J.Greenwood@leeds.ac.uk).

Support

The President is supported by an Executive Office Administrator who manages the President's BCS diary, and provides administrative and secretariat support in support of the president's workload and responsibilities. The Executive Office Administrator also provides support to the BCS Board, Executive, Council and Physiologists' Council Meetings.

Induction and training will be provided (and must be undertaken) with regard to wider Trustee responsibilities.

Eligibility

Those standing for election must:

- be an Ordinary Member of the Society
- have served as a member of Council, a member of a committee of the Society, or as an Officer of one of the Affiliated Societies
- have the support of his/her employer (Chief Executive Officer) at his/her normal place of work and meet the time commitments set out
- be able to commit to the broad remit and duties of the post
- declare any conflicts of interest

- be nominated and seconded by Ordinary Members of the BCS
- submit a personal statement relevant to the post
- be approved by the Election Committee as fulfilling the relevant person specification and job description
- be elected by a ballot of Ordinary Members of the Society