



Vice President (Clinical Standards)

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 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 enhancing and maintaining the highest standards in training, education and research 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.

The Vice-President (Clinical Standards) is a Trustee of the Society, a Company Director and a member of the BCS Board, Executive 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 implements the strategy and develops the operational policy. The Council addresses policy matters relating to the stakeholders of the BCS. All are chaired by the President.

Responsibilities

General

As a Trustee of the BCS and as a Company Director, the President, all Vice Presidents and the Honorary Secretary along with the non-executive Trustees, are 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 Group 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 delivering its core aims, values and mission, and ensuring that there is compliance with its charitable status.

Specifics

The Vice President for Clinical Standards is responsible for matters relating to the clinical practice of cardiovascular medicine in the UK. This covers, but is not limited to, the areas of clinical standards, guidelines, patient safety, and working with key partner organisations (RCP, ESC, NHSI, HQIP, NICOR, Affiliated Societies). The Vice President is responsible for building on previous work of the Society's Committees with regard to the setting and monitoring of clinical standards, both personal and institutional, as well as directing service reviews, plus cardiac workforce policies and issues.

Specific Duties

- Chair the Clinical Standards Committee
- Vice-chair of the Guidelines and Practice Committee and oversee the appointment of the Chair
- Work with NHSI on patient safety issues
- Support the RCP with its Invited Service Reviews (and participate in relevant service reviews)
- Attend and participate in the RCP's Cardiology Senior Officers meeting (2 meetings a year)
- Be responsible for endorsing ESC guidelines
- Be responsible for BCS engagement and participation in consultations from NHS bodies, NICE, and other relevant organisations
- Ensure appropriate BCS representation on the RCP Patient Safety Committee

Meetings

The Vice President for Clinical Standards will:

- Attend meetings of and provide regular reports to:
 - the Board (4 meetings a year)
 - the Professional Executive (4 meetings a year)
 - the Operational Executive (8 meetings a year)
 - Council (3 meeting a year)
 - the AGM (June meeting at BCS Conference)

In-person attendance for some Board and Council meetings at the BCS Offices in Fitzroy Square, London is required (likely to be once a year); other Board and Council meetings will be virtual. Most other types of meeting will be held virtually.

Officers and committee members are required to attend at least 75% of meetings.

In between Board meetings, Trustees may be expected to:

- Meet and/or engage by email or phone with the President, Chief Executive, other BCS Officers, BCS staff, and volunteers as necessary
- Undertake a clinical leadership role on functional areas of BCS business and activities as agreed by the President and Board
- Manage assignments designated by the President
- Represent the Society as requested by the President

Time Commitment

In addition to attendance at the meetings set out above, the Vice President for Clinical Standards is likely to require approximately 10-12 hours per month to fulfill BCS responsibilities.

Support

Appropriate administration support will be provided by BCS staff, who are based in the BCS offices in Fitzroy Square, for the work of the Clinical Standards Division, including the Clinical Standards Committee, the Guidelines and Practice Committee, and coordination of Invited Service Reviews.

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 their employer (Chief Executive Officer) at their normal place of work and be able to meet the time commitments set out
- be able to commit to the broad remit and duties of the post
- have no criminal record or ongoing disciplinary issues
- 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