Role Profile for Ordinary Members of the Country Boards of the BDA (Country Board Ordinary Member)

Applicable to Northern Ireland, Wales, Scotland and England Country Board members

1. Purpose of Role

The overarching purpose of the role is:

a) To contribute to the work of the Country Board, supporting the dietetic profession and the BDA in one of the four nations of the United Kingdom
b) To take an active part in the work programme of the Country Board
c) To bring a member and workforce perspective to the discussions and decisions of the Country Board.

2. Essential Criteria

The Country Board Ordinary Member will be a full member of the British Dietetic Association, who works in the relevant Country.

3. Key Tasks

The Country Board Ordinary Member is expected to:

Contribute to the Country Board:

- Take a full and active part in Country Board discussions and decision making, in line with BDA strategy and direction
- Support the promotion of BDA membership in the country
- Help promote the work of the BDA and the roles and work of dietitians and dietetic support workers
- Bring a member and workforce perspective to the board, particularly on matters that affect members
- Contribute to the development and delivery of the Country Board work plan

Represent the BDA and the profession:

- Represent the BDA and the Country Board to members and, where asked, support the BDA at events and meetings in the country

Support the work of the board:

- Support consultations with BDA members in partnership with the relevant BDA officers and volunteers
- Keep up to date with policy and political matters relevant to the country
- Help identify opportunities to contribute
- Support the BDA staff team in responding to policy matters and consultations as they arise

Take part in the work of the board:

- Attend the meetings of the Country Board (a minimum of three per year) and build effective relationships with the other Country Board members
- Contribute to the Country Board work plan and support the work needed to achieve its objectives
- May be asked to lead on specific pieces of work on behalf of, or with the Board and in agreement with the Country Board Chair

4. Skills and Competencies of the Role Holder:

Knowledge and Qualification	**Essential**	**Desirable**
Full BDA Member	✓	
Registered with the Health and Care Professions Council (HCPC)	✓	
Works in the country for the relevant Board	✓	
Knowledge of and commitment to equality, diversity and inclusion	✓	
Knowledge of good governance and best practice		✓
Knowledge of membership bodies and Trade Unions		✓
Understanding of health policy in the relevant country		✓
Demonstrable Experience		
Working within a team, service or committee		✓
Working within a governance board or committee environment		✓
Partnership working across different staff, volunteer and governance teams, or across functions within a business		✓
An understanding of education, professional practice or research in dietetics		✓
Working with communications or PR functions or being a nominated spokesperson, especially within a dietetic or human nutrition environment		✓
Person Specification - the ideal post holder will demonstrate:		
Behaving in a way that is consistent with the seven Nolan Principles of public working	✓	
A collaborative approach	✓	
Intellectual flexibility and the ability to think analytically and creatively		✓

The ability to contribute to discussions and share views constructively		✓
The ability to constructively challenge thinking and decision making		✓

5. Time Commitment:

There are normally 4 meetings per year, some face to face and some virtual. The Country Board Ordinary Member will also need to spend some time on ad hoc matters such as emails, working groups, reading papers and leading or contributing to projects as agreed.

6. Term of Office:

The Country Board Ordinary Member is recruited for a period of 3 years with the opportunity to serve a maximum of two terms of office.

7. Remuneration:

All reasonable expenses incurred will be reimbursed. This is a voluntary role and no fee is paid.

8. Induction:

Induction, training and mentoring will be provided by the BDA.