



The voice of technology
enabled care

Non-Executive Director TEC Services Association (TSA) CIC Board of Directors

Roles and Responsibilities

The Board is responsible for the overall governance of TEC Services Association (TSA) Community Interest Company (CIC).

Particular responsibilities of Board members include:

Strategic direction

- To shape the strategic direction of the Technology enabled care sector;
- Work with the Board Chair and Chief Executive to set the overall direction for TSA;
- Assist in the strategic planning and the development of the company work programme.

Development of the business

- Ensure that Technology Enabled Care services and solutions are developed and meet the needs of the evolving Health and Care sector, transforming care to meet the needs of the user and carers and delivering consumer driven solutions;
- Ensure that development of industry standards, guidance, certification and audit are responsibly taken and soundly based, and explaining and promoting them to the relevant organisations or authorities when necessary;
- Ensure that the work programme is developed to fulfil the company's objectives as laid out in the Articles and Memorandum of Association, and current aims and objectives as agreed by the Board;
- Help to ensure that TSA is developed in such a way that the interests of all relevant stakeholders are consulted and addressed.

Probity

- To ensure the proper conduct of the company's business;
- To ensure that TSA activities fulfill any legal requirements; Seek the necessary
- To ensure that the company and its representative's act in accordance with any provisions or conditions laid down in connection with any funding provided to it.

Finances

- To oversee the financial affairs and the good conduct of the company's finances, and to ensure that all necessary accounts are maintained and audited in line with legal requirements.

Ambassador

- To represent company as an 'ambassador' in external settings including conferences and seminars, in the media and in meetings with partner organisations.



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Person Specification

Non-executive directors are expected to focus on board matters and not stray into 'executive direction', thus providing an independent view of the company that is removed from the day-to-day running. NEDs, then, are appointed to the board to bring:

- independence
- impartiality
- wide experience
- special knowledge
- personal qualities

Successful candidates will have:

Essential

Strong business and financial acumen gained in the public, private or third sector

A successful record of achievement and leadership in their chosen field

The ability to understand complex strategic issues, to analyse and to resolve difficult problems

An understanding of and commitment to the values and objectives of the company

Drive and commitment to quality and improvement of Technology enabled care solutions

Highly developed inter-personal and communication skills

Sound, independent judgement, common sense and diplomacy

Political judgement with the ability to grasp relevant issues and understand relationships between interested parties

Sound and confident communication skills and a willingness to act as an ambassador for the company

A clear understanding, and acceptance, of the legal duties, liabilities and responsibilities of Non-Executive Directors

Sound knowledge of corporate governance

Sufficient time and commitment to fulfil the role

A full understanding of and commitment to equal opportunities and valuing diversity

Desirable

A high level of understanding of, and interest in, health and care issues

Board-level experience in the public, private or third sector

An understanding of organisational change and an ability to contribute to the development of organisational principles

Board members should have no personal or financial related interests which might prejudice the exercise of duties in relation to the company

Remuneration: The post is not remunerated.

Subsistence: You may claim travel and subsistence expenses, which are properly and necessarily incurred in carrying out your role and responsibilities as Non-Executive Director of TSA CIC, in line with travel and subsistence policy and rates for the company. A copy of the policy and rates can be obtained from the company.



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Application form

TSA board - Non-Executive Director

Name	
Organisation	
Membership category	

Please attach a CV that highlights your suitability against the criteria outlined in the job profile
Please send your completed application to alyson.scurfieldCEO@tsa-voice.org.uk . Deadline:
Midnight of 1st May 2020.

Position applying for:	
Service Provider Member board position to represent Scotland	
Service Provider Member board position to represent Wales	

Personal statement

Please provide a personal statement (maximum **500 words**) on what you will bring to the TSA and TEC sector as a whole. Should you be shortlisted this statement will be published to help members during the voting stage of the recruitment process.



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Applicant signature	Date