

1. Role

Co-Chair the Bradford District and Craven Mental Health Providers Forum

2. Shared Responsibilities

- Work with CCG and CNet staff to produce meeting agendas
- Chair Forum meetings in an effective and professional manner
- Work with partners to ensure that members have the opportunity to contribute to the delivery of the objectives outlined in the Bradford District & Craven Mental Wellbeing strategy 2016-2021, and subsequent action plans
- Work with CCG and CNet staff to arrange task groups for specific issues
- Play an active and positive role in increasing awareness of mental health and wellbeing issues and concerns
- Represent and promote the work of the forum to outside agencies/stakeholders
- Ensure that the aims and objectives defined in the terms of reference are duly considered
- Ensure there is a clear definition between the views of the forum and those of individuals
- Represent the views and wider perspective of the sector as a whole
- Ensure that ALL equality strands are considered
- Ensure that all members have an opportunity to express concerns, contribute to discussion and are well enough informed on matters requiring their vote
- Ensure that discussion, debate and decision making is democratic

3. Experience, skills and knowledge required

- Experience of working with people with issues affecting their mental health and wellbeing
- Knowledge of local mental health service provision, local demographics and VCS networks
- Wide range of knowledge of current mental health and wellbeing policy, strategy and legislation
- Broad knowledge of the NHS, local CCG's and their related priorities, objectives and delivery plans
- Conversant with the Bradford District & Craven Mental Wellbeing Strategy 2016-2021

4. Shared Commitment

- Chair Mental Health Provider Forum meetings (currently monthly with a view to becoming bi-monthly)
- Attend and provide feedback to quarterly Health and Wellbeing Forum meetings.
- Attend additional meetings and events when required

The period of office is currently one year.

The forum reserve the right to request that you stand down if you are not carrying out the duties outlined above.

