



FACULTY OF
PUBLIC HEALTH

ELECTION OF FPH PRESIDENT

Call for nominations

Professor John Middleton will complete his term as President of the Faculty of Public Health (FPH) at the Annual General Meeting in June 2019. In accordance with Standing Order 21.1, he is not eligible to stand for re-election for a further term.

Nominations are therefore invited for the office of President, a post description for which is attached. The term of office will be from the close of business at the AGM on 12 June 2019 until the AGM in 2022.

Candidates must be a Fellow or Honorary Fellow of the Faculty and must be proposed and seconded by two voting members in good standing, in accordance with Standing Order 23.

A nomination form is attached which must contain the candidate's signed agreement to nomination and willingness to serve if elected. Candidates must provide a statement of no more than 300 words on the reverse of the nomination form. If the election is contested, there will be a ballot of all FPH voting members and the statement will be reproduced in the ballot papers.

All FPH officers, including the President, are trustees of the Faculty and candidates are advised to read 'The Essential Trustee: What you need to know, what you need to do' before assenting to nomination. This can be found on the Charity Commission's web site at <http://www.charitycommission.gov.uk/publications/cc3.aspx>. All candidates are required to confirm that they have not been disbarred from acting as a trustee at any time in the past.

The deadline for receipt of nominations is **noon on Monday 22 October 2018**.

Maggie Rae
Registrar

10 September 2018



PRESIDENT OF THE FACULTY OF PUBLIC HEALTH

Post description

Introduction

The Faculty of Public Health (FPH) is the leading professional body for public health specialists and practitioners in the UK, with a membership of almost 4,000 professionals around the world. The Faculty is a registered charity and a joint faculty of the three Royal Colleges of Physicians of the UK.

The Faculty is governed by a democratically elected Board of Trustees. Chaired by the President, it is the ultimate decision-making body within the organisation. The trustees have independent control over, and legal responsibility for, the charity's management and administration. All trustees, and election candidates for Board positions, are advised to read the Charity Commission's guide on "[the essential trustee what you need to know, what you need to do](#)". The Faculty's governing document is its [Standing Orders](#).

The President provides strategic leadership to the organisation and acts as an ambassador to promote and develop the work of the Faculty. The President is elected for a term of three years.

Primary responsibilities

The President will:

1. Inspire, and harness the energies and commitment of, our whole organisation – including officers, members and staff – around a clear vision for FPH, and line manage the CEO.
2. Develop and lead a high-functioning and effective Board – where the principle role of the Board is to decide on and then regularly assess progress against an agreed ambitious but realistic organisational strategy.
3. Work effectively with Faculty officers, the Executive Committee, CEO and SMT – in a supportive and collaborative way – to prioritise and successfully deliver the agreed strategic objectives of the organisation.
4. In partnership with the officers, Executive Committee, SMT and the Board, build and actively maintain a network of very senior public health and wider health decision makers in support of, and to further, FPH's agreed strategic priorities.



5. Be the main champion and spokesperson for FPH as an organisation in order to:
 - Promote FPH to the public health and wider health community
 - Encourage new members to join and, especially, inspire the new generation of public health professionals
 - Encourage member retention
 - Bring in new money
 - Advocate on FPH's and our members' behalf
6. Lead the management of the FPH business function to ensure effective business management and financial balance for the organisation.
7. Model FPH's organisational values at all times and encourage and expect those around them to do the same, and particularly play a role in valuing and championing a healthy organisation

External relations/representation

The President will represent FPH at appropriate external bodies, including the Academy of Medical Royal Colleges.

Committees

The President will chair the FPH Board, Executive Committee, Remuneration Committee and Annual General Meeting, and will be an ex-officio member of all other FPH committees.

Reporting

The President will report to the Faculty's Annual General Meeting, the Board and the Executive Committee.

Signing authority/officer

The President will sign or countersign documents and authorise payments through electronic banking on behalf of the Board.

PERSON SPECIFICATION

The post holder will have the following:

1. Knowledge, skills and experience

- Fellow of FPH elected or appointed under Standing Order 9
- Be in good standing with FPH including meeting FPH's requirements for CPD
- Proven track record in organisational leadership



- Experience in a wide range of strategic planning and execution
 - Experience in formulating a wide range of policy, and developing and implementing new strategies and procedures
 - Ability to analyse and interpret financial data
 - Knowledge of media and public relations principles and practices
 - Ability to develop and deliver presentations
 - Ability to support funding applications
 - Professional written and verbal communication and interpersonal skills
 - Ability to communicate and interact with officials at all levels, including government, and to work effectively with a wide range of constituencies
 - Willingness to work a flexible schedule and travel within the UK and overseas
2. **Have very strong communication, negotiation and influencing skills, high emotional intelligence** and be respected by their peers
 3. **Be someone who can open doors** – this means having good access to a network of influencers and decision-makers but more importantly it is about an inclusive and welcoming approach
 4. **Have a good understanding of the influencing/policy-making process** – alongside a willingness to learn more
 5. **Be willing to learn and develop and be seen by their colleagues as learning and developing** – ie modelling this crucial behaviour for others to copy
 6. **Have very strong programme leadership and management skills** – including effective planning, management, delivery, evaluation and governance of committee and SIG projects. They also need to be able to model and coach these skills for others to learn from.

WORKING CONDITIONS

Office facilities will be provided at FPH headquarters in London. Some home-working or work from a professional base may be required. Work may require evening work and travel.

The post is non-remunerated, but reasonable expenses will be reimbursed in line with the FPH expenses policy.

September 2018



EXPLANATORY NOTES

NOMINATION OF FPH PRESIDENT

1. Voting Members

In accordance with Standing Order 14, the following members in good standing are defined as voting members for the purposes of the election of President: Fellows and Honorary Fellows, Members and Honorary Members, Diplomate Members and Specialty Registrar Members.

2. Eligibility to make nominations and to vote

In accordance with the electoral scheme, only voting members whose names are included in the FPH electoral roll at the opening date for nominations shall be eligible to make nominations. Likewise, only voting members whose names are included on the electoral roll at the date of despatch of ballot papers shall be eligible to vote.

3. Procedure for nomination of candidates

In accordance with the electoral scheme:

- each nominee shall be proposed and seconded by two voting members in good standing whose names are included in the FPH electoral roll (otherwise it shall be invalid);
- any nomination received after the closing date specified (noon on Monday 22 October 2018) shall be invalid.

4. Candidates

In accordance with Standing Order 22.1, only Fellows (including Honorary Fellows) in good standing may be nominated. All candidates and their proposers must meet the FPH minimum requirements for CPD. The person elected will become a trustee of FPH and must accept the responsibilities this will entail. Each candidate is required to confirm that they have not been disbarred from acting as a trustee at any time in the past.

5. Electoral statement

An electoral statement of not more than 300 words (not counting dates) should accompany the nomination using the form provided. It should be clearly presented and sent by e-mail as an attachment to carolinewren@fph.org.uk (see instructions on second page of nomination form). Statements received after the closing date for nominations or which contain material which the Registrar considers could be defamatory or offensive will not be published. Any text which exceeds the word limit will be terminated at the 300th word.

September 2018



*All nominations should reach the Registrar at the address below by
NOON on MONDAY 22 OCTOBER 2018*

NOMINATION FOR OFFICE OF PRESIDENT

We, the undersigned, being FPH voting members in good standing, propose for election as
President:

CANDIDATE'S NAME
(Block letters please)

PROPOSER
(Block letters please)

Signature* **Date**

SECONDER
(Block letters please)

Signature* **Date**

I, being a Fellow or Honorary Fellow of the Faculty of Public Health, agree to accept nomination for election as President and to serve if elected for a period of three years from the AGM on 12 June 2019. I confirm that I am in good standing, including meeting the FPH minimum requirements for CPD. I understand that, if elected, I will become a trustee of FPH, accept the responsibilities this will entail and confirm that I have not been disbarred from acting as a trustee at any time in the past.

Signature* **Date**

** Electronic signatures are accepted on this nomination form.*

The nomination form and supporting statement (see over) should be returned by post to the Registrar at the Faculty of Public Health, 4 St Andrews Place, London, NW1 4LB or by email to carolinewren@fph.org.uk - by noon on Monday 22 October 2018.



ELECTION OF PRESIDENT

NAME

(Block letters please)

PRESENT APPOINTMENT (*job title and employer's name*)

.....

(Block letters please)

.....

.....

STATEMENT

Please provide below your supporting statement. If the election is contested, your statement will be reproduced in the ballot papers. The statement should not exceed 300 words. Any text which exceeds this limit will be terminated at the 300th word.

Your statement should be submitted with your nomination form. If your form is provided in hard copy or as a pdf file, please provide a further copy of your statement as an email attachment in Word or Rich Text Format. This should be sent to carolinewren@fph.org.uk.