



Vice-Chair of the FPH Health Protection Committee Role description

Summary

The Vice-Chair of the Faculty's Health Protection Committee (HPC) supports the HPC Chair in providing strategic leadership for the UK Faculty of Public Health (FPH) on matters relating to health protection policy and advocacy. The aims and objectives of the committee are:

- To promote high standards in the practice of health protection, including:
 - delivery of effective health protection services
 - training
 - examinations
 - continuing professional development (CPD)
 - annual appraisal and revalidation
 - contribution to the FPH annual conference
- To act as a source of advice and expertise on health protection policies and issues, including (but not limited to):
 - communicable disease control
 - control of biological, chemical and other environmental hazards
 - emergency planning and preparedness
 - effects of climate change
- To act on behalf of FPH, as a point of contact and liaison with other UK bodies with an interest in health protection.
- To advocate on health protection issues on behalf of FPH through responding to consultations and developing policies.

This is a critical leadership role within FPH and the wider public health community to promote high standards in the practice of health protection and act as a source of advice and expertise on health protection policies and issues. The postholder will also support the governance and development of one member-led Special Interest Group (SIG) that is working on specific areas relevant to health protection education and training in the UK.

The Vice-Chair serves a three-year term of office and is accountable to the Chair, who is in turn accountable to the FPH President. In accordance with the Standing Orders, they may stand for re-election for a second consecutive three-year term of office. A time commitment of 1-2 hours per week would be expected, worked flexibly. The Vice-Chair reports to the Chair, who reports to the FPH Advocacy and Policy Committee.

Key responsibilities of Vice-Chair

Lead the members of the Health and Protection Committee and enable them to work effectively together: through supporting and working closely with the Chair on the design, reporting, delivery and evaluation of the annual committee workplan, planning and leading



committee meetings as necessary, discussions, engagement, communicating, sharing of work plans and agendas, peer support and challenge etc.

Deputise for the Chair at Advocacy and Policy Committee meetings: attend the regular meetings where the Chair is not able to do so, updating on the HPC's workplan progress, contributing to the development and implementation of the Advocacy and Policy Committee work plan, championing the Faculty's wider policy function and FPH's five-year strategy.

Inspire FPH members to play a positive and effective role on the committee and in the Special Interest Group (SIG) that reports into the Health Protection Committee

Support the governance of the SIGs that report to the Health Protection Committee: by working closely with the Chair to ensure all SIGs have work plans, follow the reporting process and the SIG Terms of Reference, inviting SIGs to committee meetings, and ensuring that the work of all of the health protection SIGs are joined up.

Set out a clear vision for the Health Protection Committee and associated SIGs in the context of a member organisation which we want people to join and play an active role in. This should include having a clear sense for how the committee processes, ways of working, behaviours, structures and terms of reference need updating and modernising, how to encourage new blood into the committees (including encouraging non-members to join FPH to play a role) and how to energise and set expectations amongst existing committee members and SIG Chairs.

Reporting

The postholder will report to the Chair of the Health Protection Committee.

Personal behaviours

The postholder will actively model the organisation's values, champion all FPH guidance, and champion the work of the FPH and will encourage and expect other committee members to do the same. The postholder is expected to be a Fellow of the FPH.

Equality, diversity and inclusion

The Faculty of Public Health is committed to equality, diversity and inclusion, and to tackling any form of racism or violence. We are committed to minority ethnic representation at our senior leadership level and support our leaders in understanding the issues experienced by these communities.

Post conditions

Health Protection Committee meetings are held quarterly, generally online, but could also be occasionally in person. A time commitment of between 1-2 hours weekly is expected, worked flexibly. The post is non-remunerated, but reasonable expenses will be reimbursed in line with FPH's expenses policy.

How to apply

Please send a CV and covering letter to: policy@fph.org.uk by **COP Friday 26th September**.