JD and Spec Sustainability SIG Chair

Job Title: Chair of Sustainability Special Interest Group
Reports to: Executive Committee
Other regular relationships: BAPEN Sustainability committee members and BAPEN council members

Purpose of the role:
The Sustainability Special Interest Group (SIG) will focus on delivering our strategic priority to maintain BAPEN as a sustainable charitable organisation. As communicated in our 2022-2027 strategy, we are committed to considering and actively reducing our impact on the environment and influencing those around us to do similarly.

The role will include representing BAPEN to the UK Health Alliance on Climate Change (UKHACC), as well as sitting on BAPEN Council. A brilliant opportunity to not only make a difference to BAPEN, but crucially to shape and implement important and necessary steps towards sustainability, something that is increasingly pertinent in health and beyond.

Main duties:
- Represent BAPEN to the UK Health Alliance on Climate Change (UKHACC)
- Provide an annual report of activity to the relevant Executive Officer
- Promote the role of BAPEN and relevant core groups and SIGs work and support delivery of BAPEN key strategies
- Work with the Comms Officer to support social media and other relevant comms activity as required
- Attend and contribute to all meetings unless attendance is not possible due to exceptional circumstances
- To declare any conflicts of interest prior to committee or SIG meetings in relation to the agenda
- To ensure declarations of interest are made annually as required

Expectations:
- This is a voluntary role with no payment
- Abide by all of BAPEN's policies and guidance. Of specific note for are:
    - Equality, Diversity and Inclusion Policy available at https://www.bapen.org.uk/pdfs/policies-and-procedures/bapen-edi-policy-2021.pdf
    - Declarations of Interests Policy available at https://www.bapen.org.uk/pdfs/policies-and-procedures/bapen-delaration-of-interests-policy-updated-october-2020.pdf
- Requests for agreement to travel and expenses will be made in writing to the relevant Executive Officer or Chair of Committee or SIG prior to any expenditure. Agreement will be made in writing. Expenditure will be reimbursed in accordance with BAPEN's Guidance on Expenses for Meetings and Conferences available at https://www.bapen.org.uk/pdfs/policies-and-procedures/expenses-entitlement-04-019.pdf

Eligibility to apply:
- A registered healthcare professional or patient, a BAPEN member and member of one of BAPEN's core professional groups
- Conduct will reflect BAPEN's values of Listen, Lead, Share and Support and the ED&I policy

Tenure:
The position is for a 3-year term. On discussion with the relevant BAPEN Executive member and with mutual agreement this may be extended for another 1 tenure. Identification of a deputy to deputise and shadow the role for the last year of tenure is encouraged to provide resilience, succession planning and sustainability of the committee/group.

Time commitment:
Note this will vary but it is anticipated this might be on average 1 hour a week

Benefits of undertaking the role:
The role provides the opportunity to represent BAPEN to the UK Health Alliance on Climate Change (UKHACC), as well as sitting on BAPEN Council. A brilliant opportunity to not only make a difference to BAPEN, but crucially to shape and implement important and necessary steps towards sustainability, something that is increasingly pertinent in health and beyond.

Process of application:
Expressions of interest will be asked from the membership through the Secretariat and Comms Officer. Applications will be considered by the relevant Executive Officer(s), Chair and other officers of the Committee or SIG as appropriate.

Date template prepared: June 2024
Date for template review: June 2027