



Role Description for the Greater Manchester Neuro-Rehabilitation Operational Delivery Network (GM NR ODN)

Patient, Carer and Public Representative on the Board

1. Role purpose

To represent patients, carers and the public on the GM NR ODN Board by actively participating in meetings and providing a perspective from patients, carers and the public to help shape the activities of the Network. To positively represent the GM NR ODN among member organisations/outside bodies.

2. What will be involved?

Duties will include:

- To represent the ODN's patient & carer group at Board meetings
- To champion patient, carer, public involvement and engagement work.
- Seeking the views of patients, carers and the public on Greater Manchester Neuro-Rehabilitation services and representing those views to help shape the activities of the ODN.
- To act as a critical friend, making recommendations on patient, carer, public involvement and engagement matters where appropriate to the ODN Board. (note: the aim of the GM NR ODN is to deliver a whole-system neuro-rehabilitation service across Greater Manchester that provides high-quality person centred care; improves experience and outcomes for patients and improves patient flow. For further information see: <http://www.gmnrodn.org.uk>).
- To take part in meetings and events for patients, carers and the public.

3. Requirements

- Good communication skills, including the ability to listen and take part in constructive discussions, and debate and respect the views expressed by others.
- Active participation in group meetings.
- An ability to correspond by email and use the internet.
- A general understanding of the meeting processes and workings.
- To read background material before meetings take place and to comment on papers and reports between meetings.
- An ability to prepare for meetings by reading and assessing meeting papers.
- Ability to assess the quality of public involvement in GM NR ODN work streams.
- An ability to bring in a broad range of patient, service user, carer and public perspective in addition to own personal experience.
- Have the confidence to question information and explanations given by others who might be perceived as experts in their area.
- An ability to meet deadlines.

4. Time commitment

Four meetings a year, plus some ad hoc meetings when required and an estimated four half days attending events/other meetings.