

## Volunteer wanted to represent North Oxfordshire patients

The [North Oxfordshire Locality Public & Patient Forum](#) (NOLF) needs to elect a new Vice Chair to help lead it over the next 3 years.

### What is the Forum's role?

NOLF's role is to represent the patient voice and views of North Oxfordshire residents about their health care services to [Oxfordshire Clinical Commissioning Group](#) (OCCG). NOLF is supported day-to-day by [HealthWatch Oxfordshire](#).

### What will the NOLF Vice-chair do?

The Vice chair will support the Chair in leading the Forum, and deputise at meetings where required. Their work will include:

- a) Work to ensure good two-way communication with the forum, and follow through relevant actions from meetings
- b) Represent the Forum at the [Community Partnership Network](#)
- c) Meet with other relevant local and county groups including HealthWatch to pursue the forum's aims, and build links with groups affected by inequalities
- d) Signpost local people to appropriate sources of support, including [PALS services](#) or OCCG's [Patient Services](#) for resolving current service issues or complaints

### What skills and abilities will the vice-chair need to have or develop?

- a) Ability and willingness to represent a wide and diverse group of people
- b) Ability to network and engage people with differing views and opinions
- c) Very strong listening and advocacy skills
- d) Ability to engage with professionals in a formal business environment
- e) Ability to work collaboratively with others and individually between meetings
- f) Ability to chair meetings inclusively to achieve aims

The vice chair will normally be a registered patient of one of the North Oxfordshire GP practices<sup>1</sup>. We will consider someone registered elsewhere if they have a relevant voluntary role representing local patients and their needs.

### How much time does the NOLF vice chair role take up?

- Attend at least 12 formal meetings of 2-3 hours plus meetings deputising for chair
- Roughly weekly involvement in e-mail exchanges with relevant partners
- Additional one off meetings or events as needed and available

### Is the NOLF vice chair paid?

This role is voluntary and unpaid, but OCCG will pay travel expenses to attend meetings required in the role. Most meetings are in Banbury or Chipping Norton but there may be occasional need to attend meetings elsewhere in the county.

### How can I find out more about the role?

Contact the Chair, Mrs Anita Higham at [polygonhouse@waitrose.com](mailto:polygonhouse@waitrose.com).

### How do I stand for election?

Complete and return an [expression of interest](#) by end of Monday 21 May 2018.

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<sup>1</sup> (Banbury practices plus Cropredy, Bloxham, Deddington, Sibford, Chipping Norton, Wychwood)