



# Application Pack

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## Non-Executive Director



MioCare Group - supporting people to get the most out of life

# Introduction



## An introduction to MioCare Group from the Interim Chair, Cathy Butterworth, and Managing Director, Rob Jackson

Hello, and thank you for reading this application pack. We're delighted you have an interest in the social care we deliver for adults of all ages and the governance that sits around it, and should reading everything in this document only strengthen this notion, we'd love to hear from you about why you'd like to take on a Non-Executive Director role here at MioCare.

Through our various services, MioCare Group provides care and support to adults whilst promoting independence, choice and wellbeing. Brought into being as a provider by Oldham Council in 2013, and wholly owned by the local authority, we currently turnover close to £20 million, employ just over 600 people and are 'good' across the Board with Care Quality Commission ratings.

Our primary focus is on delivering high-quality outcomes through our nine services and making the best use of our resources. As a Community Interest Company (CIC), any value and surpluses created are reinvested to improve services, develop and support staff and enrich the communities served.

As MioCare turned ten in October 2023 and celebrated a decade of care and support, this also marked the drawing to a close of our 2020-23 strategic planning cycle. Our **#FutureFocus** strategy sets out our goals and objectives for 2024-2027. Critically, our mission has remained the same: **supporting people to get the most out of life**. Alongside our mission, having spent time engaging with people we support, our workforce and partners in developing #FutureFocus, we have a refreshed set of goals and values...

**Our values:** Inclusive → Dedicated → Collaborative → Aspirational

### Our goals:

- People we support at the heart of everything
- To have an engaged, skilled and well-supported workforce
- To be an outstanding and collaborative organisation
- Financial sustainability through growth and development

You can read more about our **#FutureFocus** strategy on the next page.

We pride ourselves on being an ethical and caring company, ensuring staff are supported and rewarded appropriately. We are a 'Real Living Wage' employer and as mentioned above, as a CIC we're able to reinvest some of the value we create into the development of staff and ensuring residents get the possible services. All we ask is that those who play a role here, whether at Board level or operationally, share our values and drive to be the very best we can be.

Thanks again for taking the time to read this and we are looking forward to receiving an application from you!



# What We Are Looking For



## Experience in health and social care

We are particularly keen to hear from those individuals who can bring adult health and social care experience and expertise at a governance level. You will have a deep level of experience, credibility and an understanding of leadership and governance which includes the clear distinction of the roles between the company Board (Non-Executive Directors) and executive leadership and management (the senior leadership team).

As a Local Authority Trading Company, MioCare Group can be subject to a degree of political scrutiny. Having keen political acuity and an appreciation of the role of Elected Members and the complex health and social care environment an organisation like MioCare works in will be an advantage. Above all, you will share our values and commitment to delivering public benefit to the people we serve.

## Our commitment to equality, diversity and inclusion

We are committed to, and actively promote, equality of opportunity for all and we want our Board of Directors to reflect the diversity of the population we serve and our workforce. We welcome all applications, especially from under-represented groups, including people from minority ethnic communities, and those whose lived experience provides our Board with a fresh perspective. If you support and value high-quality, person-centred care, whilst sharing our values, commitment and passion we would love to hear from you.

# #FutureFocus

Our new strategy for 2024-27, bringing together our mission, values and goals...



# Services We Provide

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**MioCare Group provides nine services, across multiple locations in Oldham:**

## **Residential Enablement**

Providing a residential therapeutic programme to promote independence and enable people to return home.

## **Community Enablement**

Helping people to maintain their independence and enable them to continue living safely in their own home.

## **Helpline, Response and Assistive Technology**

Providing assurance, help and support to people and their families 24 hours a day, 365 days per year.

## **Equipment and Adaptations**

Designing and delivering adaptations and equipment in people's homes to allow them to maintain their independence.

## **Extra Care**

Delivering care to older people in Oldham's six Extra Care Housing schemes 24 hours a day.

## **Supported Living**

Providing care and support to adults with a learning disability in their home.

## **Respite**

Offering a respite service to adults with a learning disability and their families.

## **Shared Lives**

Supporting people with learning disabilities to live a full and active life within a family home.

## **Learning Disability Day Services**

Providing enriching activities through both our Wellbeing Service and our MILES@Ena Day Service.

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**Scan the QR Code below to find and follow MioCare Group on social media**



# Role Profile



## Term in office

A maximum of three terms of three years each. Each term is subject to appraisal.

## Commitment

Non-Executive Directors are asked to commit 12 days per year.

Attendance at four Board meetings per year and four Sub-Committees, one to two strategic planning events, visits to services and other relevant meetings where appropriate.

## Development and induction

A full induction into the organisation will be provided and any areas of development supported with appropriate guidance and training.

## Remuneration

The role receives an annual allowance of £3,258 per year. Reasonable expenses will be paid.

## Location

All our meetings are held in person, at our main office in Oldham or one of our service locations (virtual participation on occasion is fine). Away days may be held elsewhere.

## Why do we need Non-Executive Directors as Board Members?

MioCare is a growing care organisation, where the issue of governance is taken with the utmost importance. As a Non-Executive Director (NED), your role is to provide a creative contribution to the Board by providing independent oversight and constructive challenge to the Executive Directors (Institute of Directors, 2024).

Non-Executive Directors are asked to bring an independent judgement to bear on organisational issues of strategy, performance and resources including key appointments and standards of conduct. In doing so, this is about providing constructive challenge and support, strategic guidance, offering specialist advice and holding the Senior Leadership Team (SLT) to account.

## Key relationships

- Chair and other Board Members
- Shareholder representative (from Oldham Council)
- Senior Leadership Team
- MioCare Group employees
- Oldham Council officers and Elected Members
- Relevant NHS, regulatory bodies and voluntary sector partners

## What you can expect in this role

### Key responsibilities include:

- Working closely with the Chair and other members of the Board, act in the capacity of a Company Director, fulfilling the duties of a Director and complying with all regulatory, statutory and legal duties.
- Providing independent and impartial counsel to the Chair, Managing Director and Board colleagues.

*(Continued on the next page)*

## What you can expect in this role (continued)

- Have a strong commitment to the values of the Group and its Shareholder, Oldham Council, and provide strategic direction, leadership and challenge at Board level.
- Supporting the Group in working in a public / social care sector environment to drive long-term financial sustainability and a surplus position.
- Scrutinise and monitor the Group's performance in meeting agreed goals and objectives.
- Ensuring that risks are well managed and a robust risk framework is in place.
- Monitoring the Group's performance in relation to the business plan, budget controls and decision-making to ensure that the Board can effectively govern.
- Acting as a 'guardian' of the vision and values of the organisation.

## Main tasks and duties

- Attend four Board meetings a year, the AGM, and Sub-Committee meetings and other events as required.
- Fully prepare and effectively contribute to Board and Sub-Committee meetings and clarify points before the meeting as necessary.
- Apply specialist knowledge, experience, skills and guidance to the Senior Leadership Team, always acting in the best interests of MioCare.
- Agree and ratify policies and make decisions on matters that pose risk to the organisation.
- Keep abreast of legislative changes and the wider social care environment which may affect the organisation.
- Regularly refresh personal skills, familiarity with developments in MioCare's operations, its risk and regulatory environment within which it operates.

# Person Specification

## Your areas of knowledge and expertise that matter most for this role...

	Selection criteria
<b>Your education and qualifications</b>	<ul style="list-style-type: none"><li>• Clear knowledge of CQC Regulations and Standards.</li><li>• Demonstrable knowledge and genuine interest in health and social care, culture and innovation.</li></ul>
<b>Your experience</b>	<ul style="list-style-type: none"><li>• Board experience gained in a health or social care-related environment.</li></ul>
<b>Your skills and abilities</b>	<ul style="list-style-type: none"><li>• A willingness to listen and engage in creative discussions with the ability to communicate complex ideas in simple language.</li><li>• Ability to work collectively as a strong team player who is prepared to challenge appropriately, whilst remaining supportive of the management team.</li><li>• Strong business acumen, alongside a clear focus on people and values aligned to MioCare's culture.</li><li>• Strong financial acumen.</li><li>• Excellent interpersonal skills.</li></ul>
<b>Other</b>	<ul style="list-style-type: none"><li>• Genuine commitment to residents and the promotion of excellent services.</li><li>• Full UK driving licence to fulfil any required travel within the role.</li><li>• Prepared to undertake a DBS check.</li></ul>

# How To Apply



To apply, please submit your CV along with a maximum two page covering letter to the Managing Director:

[Rob.Jackson@oldham.gov.uk](mailto:Rob.Jackson@oldham.gov.uk)

You should include detailed of two referees. Referees will not be contacted without your prior consent.

Right to work: If you are shortlisted for interview, you will be asked to provide original documentation pertaining to your entitlement to work in the UK in line with a list of acceptable documents which will be provided during the interview process.

**Deadline to submit applications: Sunday 10<sup>th</sup> November 2024**

Following the closing date, we will aim to shortlist and contact applicants within two weeks. Interviews will be held in Oldham, week commencing Monday 25<sup>th</sup> November 2024.

