**Expression of Interest for**

**GM Cancer Workforce & Education Programme Board**

**Representation Roles for the VCSE Sector**

**Introduction**

GM Cancer has established a group to be known as the GM Cancer Workforce & Education Programme Board that is responsible for the oversight of the cancer workforce & education work programme in GM.

The purpose of the Board is to develop and grow the cancer workforce in Greater Manchester (GM) to ensure the workforce is representative, inclusive, and supported to respond to the needs to people affected by cancer by adapting new, improved ways of working, and embrace innovation and technology to deliver the best quality healthcare.

**Objectives**

1. Provide overarching programme governance, oversight and challenge to ensure delivery of the GM Cancer Workforce and Education Strategy delivery plan.
2. Support organisations to share and build on good practice to deliver a one workforce ambition through a range of initiatives and embrace lifelong learning for all cancer health and care professionals.
3. To act as a central forum for receiving and addressing system-wide workforce and education issues.

The four pillars of programme activity include:

Workforce integration – focusing on the one workforce ambition

Workforce Wellbeing – promoting existing resources and measuring uptake

Growing and Developing our Workforce by:

1. Attracting new health and care staff though innovative ways.
2. Recruiting more people into cancer by developing clear routes into professions and opportunities for generalist roles.
3. Retaining the cancer workforce by providing support, investing in education and providing opportunities for life-long learning.

Addressing Inequalities through:

1. Increasing diversity within the cancer workforce.
2. Promoting GM cancer workforce health messaging.
3. Signposting to and developing tackling inequalities education in response to workforce need.

**Representation**

Chair – Alliance Medical Director, GM Cancer

Deputy Chair – Programme Director for Workforce & Education, GM Cancer

Patient and Carer Representatives, GM Cancer Voices Community

Workforce & Education Programme Lead, GM Cancer

Senior Programme Lead for Education, GM Cancer

Director of Commissioning and Early Diagnosis, GM Cancer

Associate Director, GM Cancer

Workforce & Education Project Support Officer, GM Cancer

Representative from the ICB People and Culture team

Director of Workforce, Mental Health

Social Care Workforce Programme Manager

Macmillan Partnership Manager for GM

HR Director, The Christie

Macmillan Head of Nursing for Cancer Services, MFT

Head of Transformation, Stockport & Tameside

Head of Transformation, NCA

Chief AHP, NCA

Executive Chief Nurse and Director of Quality, The Christie

Macmillan Associate Director of Nursing for Cancer, Stockport

Chief AHP, The Christie

Associate Dean, University of Salford

Group Director for Learning & Development, NCA

Director of Strategy, NCA

**Meetings**

The meetings will be held once every two months for 1 hour. Meetings will be held as Microsoft Teams calls.

There will be a minimum of 1 face-to-face meeting per year for approx. 2 hours.

Administrative support will be provided by Workforce & Education Programme Lead, Project Support Officer.

Their duties will include:

* Developing and agreeing the agenda with the Chair / Deputy Chair.
* Ensuring all related papers are available and emailed to members, a minimum of 4 working days prior to the date of the meeting.
* Attending the meetings to note a summary, maintain the rolling actions log, maintain the work programme delivery plan/schedule for the meetings and provide support to the chair and members of the Group where required
* Circulate the meeting summary and action log following each meeting

**Feedback Mechanisms**

Nominated representatives will be responsible for:

* Feedback is required to the GM VCSE Leadership Group, this can be either through notes from the board meeting shared via GM VCSE Leadership Group secretariat contacts [Kassandra.banks@vsnw.org.uk](mailto:Kassandra.banks@vsnw.org.uk) and [anna.cooper@vsnw.org.uk](mailto:anna.cooper@vsnw.org.uk) and (or where more appropriate/required due to time-sensitivity) informally through the GM VCSE Leadership Group WhatsApp group.

**Governance**

The GM Cancer Workforce & Education Programme Board will report to and is accountable to the Greater Manchester Cancer Alliance Programme Assurance Group and the Greater Manchester Cancer Board.

**Criteria Required**

To provide VCSE insight to the discussions and decision-making. To act as a conduit to the VCSE sector, both disseminating information across the VCSE networks, and equally collating broader VCSE insight to bring back to the groups.

**Timescales**

Friday 10th May 2024– Applications close

EOI’s received will be circulated to members of the GM VCSE Leadership Group with papers in advance of the following meeting.

Tuesday 21st May 2024 – Members of the GM VCSE Leadership to propose delegate via vote during the meeting.

**How to make an expression of interest**

If you would like to be considered for membership of the GM Cancer Workforce & Education Programme Board), please complete the following Expression of Interest form and **return to Kassandra Banks** [Kassandra.banks@vsnw.org.uk](mailto:Kassandra.banks@vsnw.org.uk) by Friday 10th May 2024.

Before completing this form, please ensure that you have read the above information and criteria regarding the group and are able to commit to regular meetings and any additional work that may arise as part of the role as a member of the GM Cancer Workforce & Education Programme Board.

**Expression of Interest**

1. **Applicant**

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| --- | --- |
| **Name** |  |
| **Email** |  |
| **Phone** |  |
| **Organisation Name** |  |
| **Organisation website** |  |
| **Brief description of organisation and service users**  *Max 200 words* |  |
| **Current role** |  |
| **How long have you worked in this role?** |  |
| **Which Greater Manchester district do you operate in?**  *Please tick all that apply* | |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Bury |  | Rochdale |  | Trafford |  | | Bolton |  | Salford |  | Wigan |  | | Manchester |  | Stockport |  | ALL |  | | Oldham |  | Tameside |  |  |  | |
| **Do you currently serve on any other boards in Greater Manchester? If yes please tell us** |  |
| **Do you have expertiese in or are able to represent any diverse or under-represented communities through your work?** |  |

1. **Please describe the relevant skills, knowledge and experience that you hold, which would make you a valuable member of the GM Cancer Workforce & Education Programme Board**. **(200 words max).**

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1. **Please describe your current networks locally, across Greater Manchester and/or nationally that might help you to fulfil your role as a VCSE sector member of the GM Cancer Workforce & Education Programme Board. (200 words max).**

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1. **Please provide any additional information that explains how you meet the criteria above or support your expression of interest (200 words max).**

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