

Role Descriptor: Nursing Support Workers Committee Member

Reporting To: Council

Basis: In accordance with the RCN Standing Orders, Nursing Support Workers (NSW) Committee Members are elected for four-year terms and half of the members refresh every two years.

Time commitment (including meetings): The estimated time commitment for Nursing Support Workers Committee Members is approximately one day per month on average, including some regional activity. This includes formal planned and ad hoc meetings, attending events, reading papers and engaging with nursing support worker members.

The Nursing Support Workers Committee normally meets four times per year, alternating between hybrid meetings at RCN HQ Cavendish Square and online. Nursing Support Workers Committee members are also expected, and are funded, to attend the annual RCN Congress. Ad hoc meetings of Nursing Support Workers Committee may be required between planned meetings for timely discussion and/or urgent decision making.

There are also opportunities for Nursing Support Workers Committee members to be involved with other committees and working groups, such as the Equity, Diversity and Inclusion Committee and Congress Learning and Wellbeing Working Group.

Expenses: Nursing Support Workers Committee members may reclaim travelling and similar expenses that are in accordance with the RCN Expenses Policy.

Eligibility: The eligibility requirements applicable to the Nursing Support Workers Committee are set out in the RCN Elections Policy and Processes document.

Purpose of the role

Nursing Support Workers Committee members fulfil a vital role in providing a voice for the nursing support workforce members of the RCN within the context of wider health and social care developments impacting upon nursing and patient care.

Nursing Support Workers Committee Members act in a representative capacity. They represent and champion the views of the nursing support workforce in the work that they do.

Nursing Support Workers Committee members have a general duty to work with other committees, Boards and regions where applicable.

Nursing Support Workers Committee members should not involve themselves in the day-to-day operations of the RCN, but may, from time to time, work with RCN staff members to achieve results. When representing the RCN in a public space in their capacity as a Nursing Support Workers Committee member, Nursing Support Workers Committee members should ensure that their actions do not bring the RCN and profession into disrepute, and they should take care not to take public positions contrary to those of the RCN.

Key responsibilities of the role include:

- Ensuring that the voice of the nursing support workforce is heard in the development of RCN policy.
- Advising, and being consulted on, the development of nursing support workforce related strategies.
- Working closely with RCN boards on activity relating to the nursing support workforce.
- Liaising and communicating with the nursing support workforce in the countries and regions and putting forward their views, ideas and concerns.
- Ensuring that the nursing support workforce in the countries and regions are embedded in the activities of the RCN at all levels: local, national, and international.
- Contributing to the committee to encourage, promote, facilitate and support the advancement of nursing in relation to the nursing support workforce.
- Upholding the decisions made by the Committee and undertaking specific activity on behalf of the RCN including speaking at or chairing events.
- Attending Nursing Support Workers Committee meetings as set out in the calendar of meetings, reading meeting papers in advance, being actively engaged in meetings, and participating constructively in debates.
- Adhering to the RCN's requirement to use your RCN.reps email account and keeping up to date with emails.
- Bringing impartiality and objectivity to meetings and decision-making, as well as contributing to the creation and maintenance of an inclusive and open culture.
- Upholding the values, decisions and policies of the RCN, acting with integrity and committing to the highest standards of behaviour as set out in the RCN Respect Charter and Code of Conduct.
- Working with the UK Professional Lead for Nursing Support Workers.

- Maintaining up-to-date declaration of interests for publication on the website.
- Attending the RCN's annual Congress and other meetings, as required.
- Committing to induction and learning and development opportunities in order to perform effectively as an individual and as part of the Committee. This includes undertaking and maintaining all essential/mandatory training such as GDPR.

Person specification:

All Nursing Support Workers Committee members should be able to demonstrate the following skills, knowledge and values.

1. A strong interest in the experience of nursing support workers and the issues affecting them.
2. An understanding of nursing and health issues across the UK.
3. An understanding of and commitment to the RCN, its purpose and its work and its role as a Trade Union and a professional membership body and Royal College.
4. The ability to listen to and advocate for nursing support worker members in the relevant region or country.
5. An active commitment to the RCN Respect Charter, EDI and the Nolan Principles.
6. Integrity and commitment to act in the best interests of the RCN without regard to your personal interest or benefit.
7. The ability to give direct and honest opinions and add value to decision making by offering different perspectives and constructive suggestions.
8. A readiness to take and be accountable for decisions.
9. To act as an ambassador for the RCN and to represent the RCN positively to external audiences.
10. An active commitment to the RCN Respect Charter, EDI and the Nolan Principles.