

Role Descriptor: RCN Group Equity, Diversity and Inclusion (EDI) Committee Member

Reporting To: RCN Council, RCNi Board of Directors and RCN Foundation Board of Trustees

Basis: In accordance with the RCN Appointments Policy and Processes, RCN Group Equity, Diversity and Inclusion Committee members are appointed for four-year terms.

Time commitment (including meetings): The estimated time commitment for RCN Group Equity, Diversity and Inclusion Committee members is a minimum of 12 days per year. This includes formal planned and ad hoc meetings, reading papers, contributing to RCN policy and RCN position statements.

The RCN Group Equity, Diversity and Inclusion Committee meets at least 6 times per year, in person, hybrid or online. The majority of these meetings are at RCN HQ Cavendish Square, London. Ad hoc meetings of the RCN Group Equity, Diversity and Inclusion Committee may be required between planned meetings for timely discussion and/or decision making.

Expenses: Members of the RCN Group Equity, Diversity and Inclusion Committee may reclaim all travelling and similar expenses in accordance with the RCN Expenses Policy.

Eligibility: Members of the EDI Committee are either RCN members or external advisers. The eligibility requirements applicable to RCN Members of the RCN Group Equity, Diversity and Inclusion Committee are set out in the RCN Elections Policy and Processes document. The eligibility requirements for External Advisers are based on a set criteria informed by the role descriptor. All members are appointed in accordance with the RCN Appointments Policy and Processes document.

Purpose of the role

The purpose of the RCN Group Equity, Diversity and Inclusion Committee is to provide advice, leadership and oversight to the development, implementation and delivery of the RCN Group Equity, Diversity and Inclusion (EDI) strategy.

In accordance with its terms of reference, the RCN Group Equity, Diversity and Inclusion Committee aims to:

- agree with the RCN Group the overall goals, objectives, and priorities that the programme will deliver (programme scope).
- provide direction and advice on the development, implementation and delivery of the RCN Group EDI Strategy.

- critically assess outcomes and associated delivery plans to ensure that they represent best-in class thinking and activity in relation to EDI, achieve objectives and deliver outcomes.

RCN Group Equity, Diversity and Inclusion Committee members should not involve themselves in the day-to-day operations of the RCN, but may, from time to time, work collaboratively with RCN staff members to achieve results. When representing the RCN in a public space in their capacity as a RCN Group Equity, Diversity and Inclusion Committee member, they 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:

- Providing advice, leadership and oversight to the development, implementation and delivery of the RCN Group Equity, Diversity and Inclusion (EDI) strategy.
- Continually appraise, prioritise and align activities in relation to EDI to ensure they represent best-in class thinking and agreed benefits are realised.
- Being a sounding board for staff on EDI matters where the member has particular expertise or experience.
- Engaging with members and ensuring that their feedback is taken into consideration during RCN Group Equity, Diversity and Inclusion Committee discussions to ensure representation of the membership as a whole.
- Acting as an advocate and ambassador for the RCN Group and nursing among members, the wider public and a broad range of stakeholder organisations including formally representing the College at stakeholder and other events and meetings which are held in furtherance of the RCN's strategic aims.
- Attending RCN Group Equity, Diversity and Inclusion Committee meetings as set out in the calendar of meetings, reading meeting papers in advance and participating constructively in debates about matters concerning the nursing profession in the four countries.
- Bringing impartiality and objectivity to meetings and decision-making and contributing to the creation and maintenance of an inclusive and open culture.
- Accepting collective responsibility for the decisions reached by the RCN Group Equity, Diversity and Inclusion Committee.

- Fostering and maintaining constructive working relationships with fellow members of the committee and key members of staff including the RCN's Chief People Officer, to ensure that roles are understood and responsibilities are met.
- Upholding the values, decisions and policies of the RCN Group, acting with integrity and committing to the highest standards of behaviour as set out in the RCN Respect Charter and Code of Conduct.
- Demonstrating a strong commitment to equity, diversity and inclusion (EDI).
- Committing to induction and learning and development opportunities in order to perform effectively as an individual and as part of the RCN Group Equity, Diversity and Inclusion Committee.
- Undertaking other specific activities on behalf of the RCN as discussed and agreed with the Chair of RCN Group Equity, Diversity and Inclusion Committee and the Executive Team Lead. This could include but is not limited to:
 - Sitting on Member Resolution Panels
 - Advising other committees on areas of expertise

Person specification:

All RCN Group Equity, Diversity and Inclusion Committee members must be able to demonstrate the following skills, knowledge and values:

1. expert professional knowledge on EDI issues and EDI related strategy development and implementation.
2. an understanding of, and commitment to, the RCN, its purpose, its work and its role as a Trade Union and a professional membership body and a Trade Union and an understanding of the RCN as the voice of nursing and the need to promote it more widely.
3. an awareness of the importance of evidence and research and its application to develop best practice.
4. experience in developing, influencing and monitoring strategies for implementation and effectiveness.
5. an active commitment to the RCN Respect Charter, EDI and the Nolan Principles.
6. a willingness and ability to devote the necessary time and effort.

7. a readiness to take and be accountable for decisions.
8. understanding and experience of governance, management and leadership.
9. integrity and commitment to act in the best interests of the RCN without regards to personal interest or benefit.
10. objectivity, fairness, independence of mind, integrity, wisdom, discretion and good judgement.
11. the ability to give direct and honest opinions and add value to decision making by offering different perspectives and constructive suggestions.