

## OC Group Chairperson role description

### Introduction

*One Communities (OCs)* are place-based, cross-sector partnerships that work together to tackle health inequalities and improve the health & wellbeing of the local community. [There are seven OCs in place and one forming \(Lynton & Lynmouth\)](#).

The [One Northern Devon 'One Communities group'](#) is the forum where representatives from the One Communities meet to share information, ideas and discuss common barriers. Where solutions can't be found, these are escalated to the One Northern Devon partners.

[One Northern Devon \(OND\)](#) are an alliance of partner organisations, from across Northern Devon, that work together to reduce health inequalities and improve the health and wellbeing of the people and communities of North Devon & Torridge.

### Role description

The role of the One Community group Chairperson combines the duty to chair the OC group meetings effectively, with the opportunity to support Community Development activities and externally represent and advocate for the One Communities via the OND partnership and their 'Community Development' strategic group.

Aligned with the [aims and values of Community Development](#), the Chairperson will help create the conditions necessary to:

- connect the One Communities
- promote joint working amongst different communities
- provide a forum where wider organisations can reach the 'One's'
- tackle issues together which affect different communities
- become an integral part of the wider Devon Integrated Care system, via the Northern Local Care Partnership, with the ability to draw in a broader partnership who are involved in services beyond health but vital to its wider determinants
- ensure wider strategies are localised and achievable

See [OC group terms of reference](#)

### Key responsibilities

The Chairperson plays a key role in promoting:

1. **Shared vision and goals:** communicating the OND and OC's long-term vision and goals to help build motivation, clarity and collective ownership about what the group wants to achieve together.
2. **Building healthy trusting relationships:** Shaping a diverse, inclusive and fair culture by modelling shared values to hold the tension between common purpose and diverse perspectives.

3. **Shared learning culture:** supporting the group to make sense of the changing context around us and reflecting on insights from community work.
4. **Collaborative 'systems' mindset:** the belief that we, and the challenges we face, are all connected; we are interdependent with each other and our environment. A determination that we will go further together by fostering curiosity and open-mindedness through collaborations that balance organisational/personal priorities with those of OND and the wider community (asking for declarations of interest and social value propositions). Promote collaborative work that is co-produced with people with lived experience (staff, service users, managers etc).

### Lines of responsibility

To ensure the role's success, the Chair must cultivate effective working relationships with the Community developers (staff), OC Chairs (volunteers) and with the OND Communities Support and Development Manager.

### Tasks and time commitment

The role requires approximately 4hrs per quarter

### Required

Chair OC meetings (required)	
Chair the OC group meetings in line with the terms of reference	2hrs every quarter
Support to create an agenda (in line with group requests)	1hr per month

### Optional

Represent/Advocate for your One Community (optional)	
Attend 'Community Development & Learning' strategic steering group as OC group rep.	<i>Optional - 2hrs every month</i>
Attend 'OND Board meeting' - report to the OND Board on any requests to system partners	<i>Optional – 2-4hrs every other month</i>

### Person specification

- Ability to operate as an impartial Chair / facilitate (declaring any interests – may need to delegate a co-chair if unable to remain impartial for an item)
- Good knowledge of the local community
- Understanding and passion for community development
- Ability to plan and chair meetings effectively and achieve appropriate decisions
- Good facilitator – drawing out, and attending, to other people's views and taking them into consideration when speaking/ making decisions

- Being open-minded – seeking ways to draw out the best from everyone in the One Town Community group
- Good people skills - with a wide range of differing personalities in different situations and positions
- Good listening and oral communication – making points clearly and sensitively in varying circumstances
- Appropriate writing styles - to meet a variety of different needs
- Emotionally intelligent – being able to build peaceful, effective relationships across disparate groups
- IT literate – across a range of programmes
- Being willing to learn and seek advice
- Willingness to travel - as required