



Recruitment Pack

Recovery Focus (Group)

Non-executive and

Aquarius Board Chair



aquarius



Welcome

Dear Applicant

Thank you for your interest in joining the Recovery Focus (Group) Board and the Aquarius Board.

Recovery Focus is a group of expert charitable organisations working in a new form of collaboration to deliver the best possible outcomes for the people who use our services. The Group's vision for the future is a society that values everyone including those with addiction or mental health issues. We are working to inspire individual recovery and believe that with the right support, recovery – however that's defined by an individual – is achievable for everyone.



Coproduction is at the centre of what Recovery Focus and its partner organisations, Richmond Fellowship and Aquarius, stands for. We define coproduction as the knowledge, expertise and life experience of employees and people who access services being given equal value to improve the support we provide.

The Group works across many parts of England providing care and support to around 20,000 people with mental health and substance misuse challenges. We employ over 1,000 staff and have a current annual turnover of around £45m, working together with partners to further enhance our offer to the people we support. Aquarius alone works with nearly 5,000 individuals around the Midlands with a workforce of around 150. Aquarius is currently achieving great results with referral to treatment times of less than 3 weeks for 99% of clients referred alongside planned exists from treatment for more than 70% of people we support. Re-presentations recently dipped under 2% which is an outstanding achievement.

Since 1977, Aquarius has used evidence-based research to shape services that enable them to work with people and challenge the behaviours which lead to the use of drugs, alcohol and gambling. Aquarius recognises that alcohol, drug and gambling use does not just affect individuals. Often, the consequences of these behaviours also have a great impact on families, friends and loved ones and Aquarius prides itself on delivering services offering support to those affected. Services run by Aquarius stretch across the Midlands from Telford to Bedford, from Derby to Oxford, so Midlands regional perspectives and good networks with stakeholders in that area, would be valuable.

Recovery Focus is looking for a new non-executive director with deep experience of leadership at a senior level within their chosen field, possibly with fiscal management skills. We would particularly like to hear from candidates with an understanding of policy and strategy for the drug, alcohol and gambling addiction treatments sector, the latest commissioning trends and landscape and people who have faced the challenge of leadership and culture change within a large and diverse group structure. An ideal candidate is likely to have lived experience of addiction or mental health challenges personally or within their defined family.

This appointment is specifically made to Richmond Fellowship, with Recovery Focus as the brand name for the Richmond Fellowship group of companies. The successful candidate will immediately be appointed by the Group Board to become the new Chair of Aquarius.

All our non-executive directors demonstrate sound judgement, strong communication and interpersonal skills, and independence of thought. They also demonstrate a clear understanding of strong governance and ensure that throughout the group we put those who use our services at the heart of everything we do. We are particularly keen to hear from candidates who bring a diverse range of perspectives to the Board.

This is an exciting time to join our Board, shaping our future in the face of the sector's considerable challenges. I look forward to discussing with you further how we could work together to achieve this.

**Helen Edwards,
Chair, Recovery Focus**

The Recovery Focus Group

The Group aims to bring together organisations with strong individual services, innovative approaches, flexible local presence and a wide range of expertise from around England. The partners within the Group have a track record of developing and running personalised services that work with people who are working through mental health, substance use, domestic violence and other complex challenges to achieve their ambitions.

We are actively seeking new partners for our Group, to ensure we are well faced collectively to face the future together. In recent years, our Group has consolidated and currently comprises just two partners:

Richmond Fellowship – a specialist provider of mental health services which has pioneered and practiced its belief in social inclusion and recovery for more than 60 years. It's now one of the biggest voluntary sector providers of mental health care in England, offering a wide range of housing, care, crisis provision, domestic violence programmes, employment and community support, social enterprise, well-being services and peer support networks.

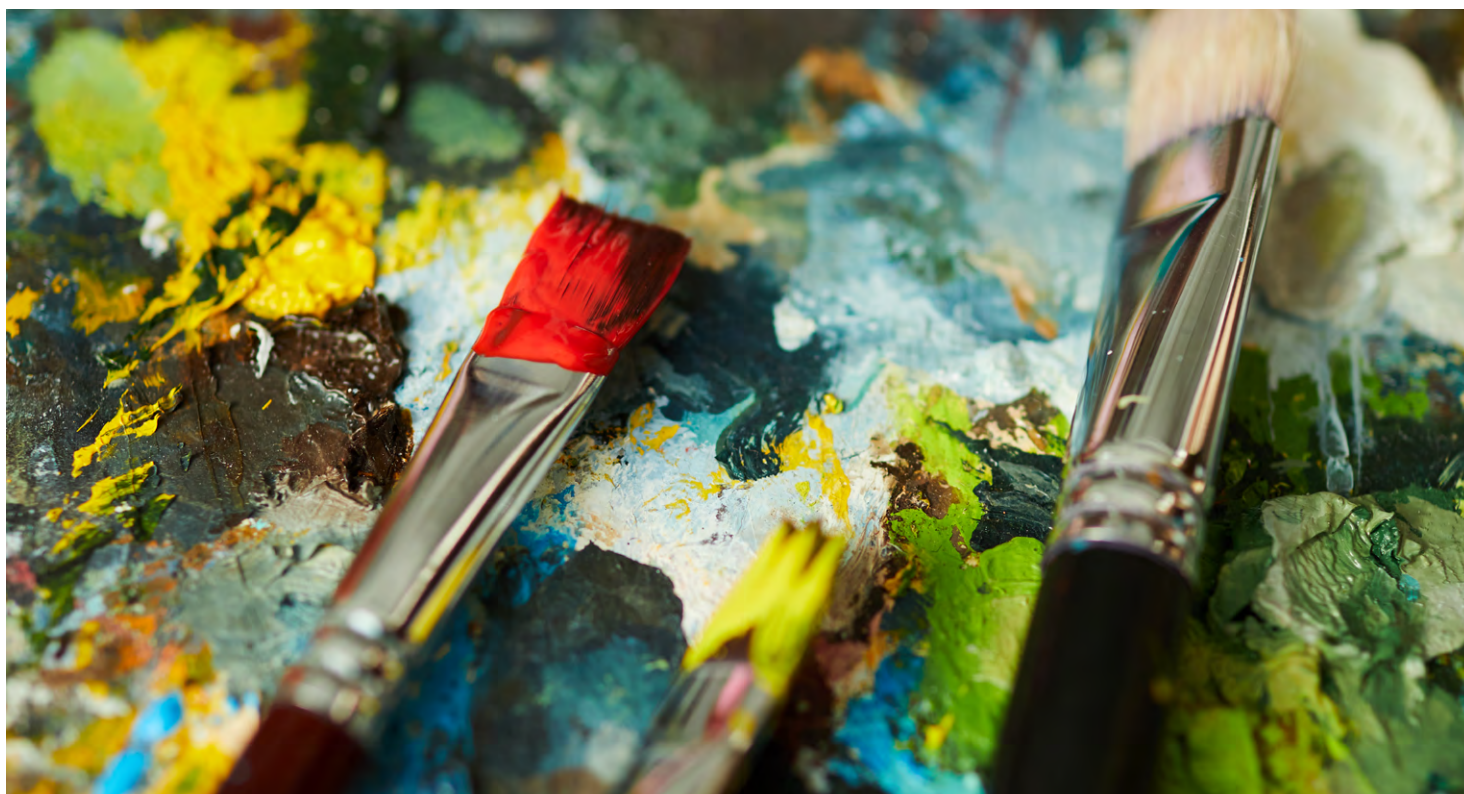
Aquarius – a research-based charity set up in 1977 to develop effective new interventions for people with alcohol problems. It now operates across the Midlands and provides services for people with alcohol, drug and gambling issues. Aquarius recently opened a pioneering social enterprise. Aquarius became a wholly controlled subsidiary of Richmond Fellowship on joining the Group in 2015.

Our ambition is inspiring individual recovery nationwide. We believe that everyone should have the opportunity to take control of their life and to develop new meanings and purposes. We concentrate on the person and their individual needs, choices and aspirations, rather than on diagnostic categories or labels and tailor what we do accordingly. One of our founding principles is that we work with the people we support as equal partners to design, plan and provide services together. We recognise that we all have valuable skills, knowledge, experience and resources that could improve the quality of life for individuals and our communities. We harness this by creating opportunities for people to be more actively involved at all levels of the work that we do including:

- individuals' own recovery support plans
- how our services are run
- how our organisations are run
- raising awareness of mental health and substance misuse issues and challenging stigma in society

Further information

For further information about Recovery Focus please visit www.recoveryfocus.org.uk



The Role

All board members are expected collectively (with fellow directors) to:

- Set the strategic direction for the group and,
- Be assured that both charities provide safe, high-quality, cost-effective services for those using the services and relevant stakeholders.
- Ensure that both charities are sustainable in the long-term.

Principal duties and responsibilities

Collectively, non-executive directors will:

- Ensure those using our services are at the heart of everything we do and be able to use lived experience to inform process.
- Be able and willing to take on the responsibility of Chairing the Aquarius Board, participating in Group Board and one of its committees and driving forward the work required.
- Set strategy for the group by contributing to reviewing the market, setting policy and priorities, defining goals and evaluating performance against agreed plan targets.
- Be assured that the Group is appropriately managing risk, has effective controls in place (and receives assurances to that effect) and uses resources effectively.
- Ensure both charities are making themselves accountable to stakeholders and partners.
- Constructively work alongside directors and staff to be an ambassador at all times, including when visiting our services and stakeholders but also with national and regional agencies plus other networks.
- Uphold the latest legal and regulatory standards required of directors.
- Define and aid compliance with the values and objectives of the group and ensure these are reflected in the actions of and communications from group partners.
- Appoint and monitor performance of the senior executives in both Recovery Focus and Aquarius.
- Ensure they have adequate information and guidance to execute the above responsibilities and are not conflicted in their involvement in the decisions.

As Aquarius Chair, you will be required to lead the Aquarius Board in achieving the Aquarius key strategic priorities and deliver against measures of success agreed. As Chair you will meet regularly with the Aquarius Head of Service and work closely with him. The Head of Service is part of the Group Leadership Team (GLT) but the relationship with the Chair will act as a sounding board where appropriate by staying abreast of issues and offering support from an independent and external perspective.



Who we are looking for

You will be accountable to the Chair of the Recovery Focus Board but also to non-executive director colleagues in both Richmond Fellowship and Aquarius. In your written application, we would be grateful if you could provide an indication of your experience against the priorities listed below.

Part one

Knowledge and experience

Deep experience of one or more of the following:

- Appreciation of the main service areas in which the Aquarius and Recovery Focus as a Group, operates.
- Helping to set and contribute to high-level desirable outcomes that meet needs of all stakeholders.
- Group cultures and their governance, independence of decision-making and managing conflicts of interest.

Part two

Skills and abilities

- Outstanding communication, interpersonal and influencing skills with the ability to make considered contributions and exchange respectful views with board colleagues.
- High strategic capacity – able to set strategy, policy, business plans and assess competing objectives.
- High analytical capacity to assess use of resources, risk management and controls assurance, operational and financial performance, and accountability to stakeholders.
- Able to work pro-actively and constructively with fellow directors and key staff, as an ambassador and in a way that demonstrates positive behaviours.
- Able to uphold good governance by observing directors' duties and legal and regulatory governance standards, and by setting and delivering charitable goals.

Part three

Attributes and behaviours

- Holds productive and current relationships and networks in relevant communities and is committed to working with diverse and disadvantaged groups.
- Has a perspective on 'lived' experience(s) and can demonstrate a good understanding of issues relating to addiction and/or mental well-being as well as relating this to business decisions to ensure charitable objectives are achieved.
- Committed to the Group's mission, values and ethos and has an interest in the people we support; in particular, holds a strong commitment to co-production ethos.
- Strong personal commitment to diversity and to ensuring that the principles of diversity are promoted across all aspects of the Group's work but within Aquarius in particular.
- Commitment to supporting the continuous quality improvement initiatives for the benefit of the future users of our services across our spectrum of care and support.
- Someone who displays sound leadership skills and clearly understands the culture of a Group (and parent/subsidiary interrelationships).
- Someone with an understanding of the sector, is aware of latest commissioning trends and the current ambitions and challenges for the NHS.
- Some with lived experience of addiction or mental health challenges personally or within their defined family.

Terms of appointment for the Chair role

Remuneration

£6,000 per annum with all reasonable travel expenses reimbursed when on Board business.

Time commitment

The time commitment will involve at least 12 meetings a year, including strategic away days and with visits to services to better understand the business. These will be a mix of in person and virtual.

The Group Board generally meets bi-monthly. In addition to this, all directors attend Away Days (twice annually), board development sessions and have a commitment to occasionally visit services.

Non-executive directors become members of at least one board committee (which each meet quarterly) where many board decisions are taken under delegated authority.

Term of appointment

3 years, renewable once, subject to a review of contribution.

Location

Aquarius is based in Birmingham and operates across the Midlands – Richmond Fellowship has its Registered Office in London but operates across England. Most Richmond Fellowship Board meetings are held by video conference. Aquarius Board meetings (currently on Mondays, late afternoon) are a mixture of in person and video conference.

Conflict of Interest

We ask candidates invited to interview to refer to our Conflicts of Interest Policy.

Board profile

The Group Board comprises a mix of executive and non-executive directors and quorum arrangements are in place to ensure that executives are unable to out-vote independent non-executives in formal board decisions (though in practice votes are rare and consensus is almost always achieved).

How to Apply

We hope you will consider making an application. If you have questions about the appointment and would find it helpful to have an informal conversation, please contact Juliet.Taylor@starfishsearch.com and we will be happy to arrange a call.

To make an application, please go to <https://starfishsearch.com/jobs/rf-aq-board-chair/> and click on the apply now button, with the following prepared:

- your CV or equivalent biographical information.
- a covering letter that sets out your motivation for taking on this appointment, and why you think your skills and experience make you suitable.

Recovery Focus will respect the privacy of any initial approach or expression of interest in this role, whether formal or informal.

We would also be grateful if you would also complete the Equality and Diversity monitoring form on the online application process. This form is for monitoring purposes only and is not treated as part of your application.

The closing date is Monday 13th February 2023.

Informal discussions with Starfish Search for selected applicants will take place in **w/c 27th February 2023.**

Agreement of the final shortlist: candidates will hear from us by **Friday 10th March 2023.**

Informal meetings/telephone calls will follow confirmation of the final shortlist. Shortlisted candidates will have the opportunity to speak with the Group Chair, Helen Edwards, before the formal interview.

Formal interviews for shortlisted candidates are expected to take place by the **end of March 2023.**