



JOB DESCRIPTION OF THE VICE CHAIR OF THE DIABETES CARE TRUST

The position is not accompanied by any financial remuneration, but expenses may be claimed. The term of office for the Vice Chair of the Diabetes Care Trust (DCT) is three years. The Diabetes Care Trust (DCT) usually has two board meetings a year but extra meetings may be convened, as required.

Overview

The Diabetes Care DCT is a medical charity which provides support for those suffering from diabetes and organisations supporting diabetes care, particularly the Association of British Clinical Diabetologists (ABCD). An important part of its charitable role is to provide grants to support projects that are likely to benefit people with diabetes by improving their understanding of their own condition and by advancing the education of medical and other health care professionals involved in the care of people with diabetes. The DCT leans towards supporting clinical research aimed at making direct improvements in the care and wellbeing of people with diabetes as well as the audit and scrutiny of treatments and technology for people with diabetes.

The Chair of DCT ~~will~~ is open to a lay person who may not necessarily have sufficient knowledge of the operations of ABCD to lead the trust in all matters relating to its governance, ~~and the~~ A Vice Chair will support the Chair in this aspect of their responsibilities. The Vice Chair will also assist the chair in providing good governance and leadership in other aspects of the DCT's charitable role.

Main duties and responsibilities

To deputise for the chair and support the work of the Chair in the following areas:

- Supporting the Chair to lead the Board in setting DCT's strategy and policies.
- Guiding the chair in matters relating to the operation of the Association of British Clinical Diabetologists which is in the hands of its own executive board.
- Supporting the Chair to ensure that decisions taken at meetings are implemented effectively.
- Providing leadership to the charity and its board, ensuring that the DCT operates within its charitable objectives.
- Ensuring that the trustees fulfil their duties and responsibilities for the effective governance of the trust.
- Together with the Chair, to review at regular intervals the performance of the board.
- To act for the Chair when the Chair is not available.

Person specification

1. To be an elected trustee of the DCT.
2. To have ~~a thorough~~ knowledge and understanding of the operation of the ABCD.



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3. To have knowledge and understanding of the role and responsibilities of the trustees, in particular regarding the difference between the oversight role of the DCT and the operational role of ABCD.
4. To be a team player with a collegiate and collaborative approach.
5. To have an understanding of the strategic and legislative contexts that affect DCT's work.