

# Young Board Member role description

## Introduction

NHS England is looking for six young people (aged 13 – 23) to join the national Children and Young People's Board for the next two years. Young Board Members (YBMs) have a key role in shaping how NHS services are developed, planned and delivered. This is an exciting opportunity as you can help improve services and make a difference to children, young people and their families across England.

## Why is this important?

Children and young people (aged 0 – 25) make up around one third of the UK population. NHS England (NHSE) is committed to involving them and listening to their views to improve services. Young people use the NHS in lots of ways. You may have received long-term care, attended a couple of appointments or supported a family member when they have used a service. We want to know what you think about the NHS, how you've found the care you've received and what changes you would like to see.

## What is the Children and Young People's Board?

The board supports the work of the Children and Young People's (CYP) Transformation programme. It helps decide a plan for improving the health of children and young people across England. The group includes people from government departments including the Department of Health and Social Care and the Department for Education. It also includes people from national organisations like the Royal College of Paediatrics and Child Health.

The board meet every three months to discuss healthcare issues. Young Board Members work alongside other members of the board to decide how to improve services by sharing their experience and knowledge. You can find out more about the board and the CYP Transformation programme on the [NHSE website](#).



## Role description

### What are we looking for?

We are looking for young people who are passionate about improving health services for children and young people across England and have experience of using NHS services.

Many young people facing the most challenging health issues are often not heard. Being inclusive is a fundamental value of NHS England and we are looking for a diverse group in terms of age, race, gender, sexuality, lived experience and geographical location. We encourage applications from all eligible young people and are particularly keen to receive applications from those aged 13 – 17.

### What skills or experience do I need to have?

- Experience of using NHS services or knowledge of someone that has.
- Passion for improving children and young people's health.
- Confidence to share your opinion on different health issues in a small group. It is helpful if you can relate this to your own experience.
- Able to work in a team and respect other people's opinions. In this role you will need to share the views of other young people as well as your own.

Don't worry – you don't need to know about every area of the NHS!

### As a Young Board Member, you will...

- Attend monthly check-in meetings.
- Attend CYP Board meetings. These happen once every three months.
- Prepare and share a presentation with the other YBMs at every board meeting. You will share your views on healthcare priorities. You can also provide feedback on the other presentations.
- Work with other young people working with the NHS such as the NHS Youth Forum and NHS Youth Advisory Network. You will help share their views and promote their work to the board.
- Represent the CYP Board at national events. This may include charring sessions or presenting on your work.
- Work with other teams in the NHS and other organisations such as charities through engagement requests.

You will need to be able to commit to roughly four hours a month for this role. This may increase depending on the additional opportunities you get involved in. Most meetings will be online via Microsoft Teams however, there will be some in-person meetings. All travel expenses will be reimbursed to Young Board Members and their caregiver.

Read below to see what one of our previous Young Board Members had to say about the role:

*'Being a YBM has been an incredible opportunity to represent the views of children and young people across the whole of England. I have been able to connect with a variety of individuals, and work on projects which really matter to CYP both locally and nationally. It has also been a fantastic chance to develop my own personal skills, discover where my passions lie, and speak up in large meetings (both virtually and in-person).'*



**Ben Wilson-Mayor – Young Board Member 2022-24**

### What we will offer

Young Board Members will be supported throughout their time by the CYP Voice team. The Programme Coordinator is the direct contact for any questions, queries, or concerns you or your caregiver has.

The CYP Voice team will:

- Support you to actively participate at the CYP Board. The team will host check-ins and prep sessions to help you develop your presentation.
- Identify individual development and engagement opportunities across NHS England to help you work on the healthcare issues which matter most to you.
- Provide support at all in-person events.

The YBM role is a paid opportunity due to the level of responsibility. The monthly payment you receive will depend on the amount of work you do for the board and the additional opportunities you get involved in.

Below is a breakdown of the payment:

- Half day (four hours or less) - £75
- Full day (four hours +) - £150

## Upcoming dates

To apply for this role, you will need to be able to attend the upcoming board meetings. These are currently planned for:

- Thursday 25th April 10-12pm
- Thursday 11<sup>th</sup> July 10-12pm
- Thursday 24<sup>th</sup> October 10-12pm

Successful applicants will also need to be available on:

- Tuesday 26<sup>th</sup> March 5-6pm: Online meeting with the CYP Voice team

Other induction sessions will be arranged between March – May. We will share the dates for these once you start.

If you're unable to commit to these dates or you feel this role isn't right for you, there are other ways to get involved. Barnardo's are currently recruiting to the NHS Youth Forum and Youth Advisory Network. You can find out more information about these groups and the application process on their [website](#).

## How to apply

To complete and submit your application please follow the link below:

[YBM Application form 2024/25](#)

We accept applications in a variety of formats. You can submit a written document, a voice recording or a video. If written, each answer should be no more than 400 words each and if recorded, each one should last no longer than three minutes.

For all applications, please answer the following questions:

**1. Why do you want to become a Young Board Member?**

(What are your motivations and what changes to services would you like to see?)

**2. What would you bring to the role?**

(Experience of services, other leadership roles, your skills)

**3. How will you try to listen to and represent children and young people from different groups across England?**

(What groups or networks are you part of now, or how will you try to hear from different children and young people when you became a youth board member representative?)

## Recruitment timetable and deadlines

<b>Sunday 25<sup>th</sup> February</b>	Deadline for all applications
<b>Monday 4<sup>th</sup> March</b>	All candidates notified whether they've proceeded to interview
<b>Monday 11<sup>th</sup> March – Thursday 14<sup>th</sup> March</b>	Interviews via Microsoft Teams
<b>Friday 22<sup>nd</sup> March</b>	All candidates notified of outcome

We are not able to provide feedback to applicants who have not been shortlisted for interview however, we will be able to give feedback to candidates who have been interviewed if requested. If you have any questions regarding the application process, deadlines or about the role, please email [england.cypvoice@nhs.net](mailto:england.cypvoice@nhs.net)