

President (Current, Elect and Past) of the Association for Laboratory Medicine

Role Description

Our vision

The Association for Laboratory Medicine is the leading professional association supporting the practice and development of science in healthcare and laboratory medicine.

What we do

- foster the highest standards in laboratory medicine and patient care
- provide trade union support for all members
- promote laboratory medicine to the wider community
- support scientists and health care practitioners through education and scientific projects.

How we do it

- innovative – promote new scientific development to improve health and wellbeing.
- inclusive – we are open and accessible to everyone.
- care for people – help healthcare profession deliver better care and provide a healthy and fulfilling environment for our members and their teams.
- care for the planet – influence how healthcare science can be more sustainable

Council and the Executive team work in collaboration with the staff team to deliver a range of activities to support our members including: conferences & events, training, publications, mentoring, digital content such as guides and tools, media liaison, policy, partnerships & campaigns.

Staff Team

The Association has a staff team of 9 (7.8wte) based at its head office in Tooley Street near London Bridge. The Chief Executive has overall responsibility for the team and specific responsibility for governance, strategy, finance and administration, stakeholder management, public affairs, and industry partnership. Other team members deliver on membership, education, marketing, events, publications, communications, grants, digital, finance, HR and operations.

The Role

The President of the Association for Laboratory Medicine represents the public face of the organisation and leads its members and officers to develop and deliver its strategy and direction in both its scientific activities and the role of laboratory medicine in healthcare.

This is an exciting period for LabMed as membership is growing, we are reviewing how we position ourselves and a digital transformation has opened opportunities for growing the scale and reach of our scientific content.

The President and either a President Elect or Past President roles are overlapping and complementary to one another. In general roles and responsibilities are adopted at the time of appointment as President Elect and continue through the four-year term.

Exceptions to this are:

- The President presides at both Council and General Meetings. If absent then the President Elect or Past President shall preside.
- The President, when present, presides at all scientific and social functions of the Association, but may nominate the President Elect or Past President to take his/her place or attend in addition.
- The President chairs meetings of the Executive Board.
- The President is the Chair of Trust Funds held under the auspices of the Association.
 - Benevolent Fund
 - CP Stewart Memorial Fund
 - Clinical Biochemistry Conferences Ltd
- The President is the Association's named representative at international level:
 - International Federation of Clinical Chemistry and Laboratory Medicine (IFCC)
 - European Federation of Clinical Chemistry and Laboratory Medicine (EFLM)
- The President has sole responsibility for the Award of the President's Shield
- The President provides guidance and leadership to the Association CEO to deliver the following:
 - development of policy in response to both national and international matters that impact on the Association, its members and/or the practice of laboratory medicine
 - managing the affairs of the Association taking any interim decisions between meetings of the Council although such decisions will require ratification by Council at the first available opportunity
- The President is an authorised co-signatory alongside the Director of Finance and Chief Executive of the Association's finances
- Staff salaries and benefits reviews (with the Remuneration Committee) and training and development programme

Further roles and responsibilities throughout the four-year term of office are split according to consensus between the President and President Elect or Past President and currently include:

- Representing LabMed at meetings with other organisations. These would include but are not restricted to: Department of Health & Social Care, NHS, Pathology Alliance, Royal College of Pathologists, and Institute of Biomedical Science.
- Serves as the LabMed representative to other stakeholder organisations (although in many cases can and should delegate this responsibility)
Those where responsibility has been retained include:
 - Royal College of Pathologists
 - SAC for Clinical Biochemistry



- Clinical Science committee
 - Pathology Alliance
 - Association of Clinical Scientists
 - Professional Bodies Council of the Academy for Healthcare Science
 - Health Education England
 - HSST Strategic Oversight Board
 - HEE Science Professional Board
 - HEE Advisory Group
 - Liaison with Chief Scientific Officers of England and devolved nations
 - UKAS/CPA
 - Policy Advisory Forum
 - PAF Health Sector Sub-Group
 - MHRA
 - PINAG/HSCIC
- Drafts and responds to relevant consultations and coordinates the appropriate input of other officers in production of a final response (although in many cases this activity should be delegated to the appropriate Director whose area of responsibility the consultation covers)
- May attend and participate in meetings of all committees and working groups of the Association
- Has primary responsibility for the overall direction and smooth operation of the Association
- Assumes other responsibilities as agreed upon by the Executive Board and Council.

Time commitment

During the course of the year there will be:

- Minimum 3 Council meetings per annum - a mix of face-to-face and online
- Up to 4 Executive Committee meetings per annum – a mix of face-to-face and online
- Up to 2 Nominations Committee meetings and 2 Finance & Risk Committee meetings per annum – normally online
- Regular liaison with the Chief Executive online
- Participation in relevant conferences (most notably LabMedUK) as well as other relevant meetings and events and launches.

Candidates will need the support of their employer in the fulfilment of Association duties.

Core Competencies

Candidates will be assessed against the following core competencies:

- Experience of operating at a strategic leadership level within an organisation
- An effective communicator – both verbal and written
- Ability to promote a collaborative team environment and inspire colleagues to excel
- Ability to work in partnership with stakeholder organisations for mutual benefit
- Understanding of the professional needs of members
- Ability to advocate for laboratory medicine and its role in patient care
- Successful career in healthcare science and experience of working with colleagues across multiple disciplines
- Broad knowledge and understanding of clinical science and the healthcare sector and the issues affecting it

Additional useful experience (training can be provided)

- Media spokesperson – broadcast, online and print
- Financial management
- Not for profit governance

Values

- A commitment to the Association for Laboratory Medicine's core themes of innovation, inclusivity, and environmental sustainability
- Openness to new ideas, concepts and developments that will support the growth and influence of the organisation
- Willingness to challenge established views and practices and welcome a culture of change to move the organisation forward

The Process

Applications are invited from any active paid-up Member of the Association for Laboratory Medicine.

Applicants are asked to submit a full CV and a 500-word statement highlighting experience, skills, and values relevant to the role description and how those attributes could contribute to lead the organisation and deliver on its strategy. The statement should highlight:

- Your understanding of the Association's purpose and level of engagement with activities
- How your experience and skills equip you to lead your professional body
- Your future vision for the Association

Applications will be shortlisted by the Nominations Committee for review and interview (which may be conducted online) during w/c 29th April 2024

Recommendation will be made to Council on 14th May 2024 and following ratification the successful applicant will be notified shortly afterwards and presented to members at the AGM on 12th June 2024.

The deadline for application is: 12 midnight on 22nd March 2024. Please send your application to mike@labmed.org.uk

The Nominations Committee

The Nominations Committee comprises the Association President, Past President, Company Secretary, Equality, Diversity & Inclusion Champion, and a representative of the Trainees Committee and Association Chief Executive (*ex officio*)

Further Information

Any member of the Nominations Committee is available for a confidential discussion to provide further details of the role if required.

For further information or if you need any assistance in submitting your application, please contact mike@labmed.org.uk