



**Northern Ireland
Health Collective**
powered by **co³**



Head of NI Health Collective Information Pack

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Introduction

Dear Candidate

Thank you for your interest in the newly created role of Head of NI Health Collective. This is an exciting opportunity to join [Chief Officers 3rd Sector \(CO3\)](#) and lead the development of an initiative that will transform collaboration and advocacy for VCSE organisations working in health, social and community care.

CO3 is a membership-based organisation that has been supporting, developing, and connecting third-sector leaders across Northern Ireland since 1985. With a growing membership, we represent a diverse range of charities, social enterprises, and community organisations.

The NI Health Collective is a new initiative being developed to serve as a unified and independent voice to share best practice, improve outcomes and support collaboration. It is a coalition of the existing networks, forums and groups in the voluntary, community, and social enterprise (VCSE) sector.

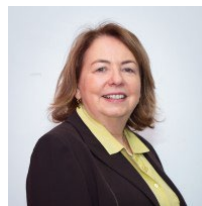
The NI Health Collective has emerged from extensive research and consultation carried out through the CO3 Health Special Interest Group (SIG), which identified the need for stronger representation to support the diverse networks working in the sector.

We are delighted to acknowledge the support of The National Lottery Community Fund, through the Dormant Accounts Fund, and the Department of Health, whose investment over the next three to five years is helping to fund this important new role.

We're seeking a leader to champion the Collective's vision, drive the implementation of its strategic and development plans, build strong relationships with members and stakeholders, and ensure it becomes a trusted and influential advocate for the sector.

CO3's recruitment wing, Engage, is leading on this search and will be available to discuss the role and address any initial queries you might have.

If this sounds like an exciting opportunity to you and you have the experience and skills that we need in our Head of the NI Health Collective, we look forward to welcoming your application.



Bernie Kelly
Chair of CO3 Health SIG

What CO3 is

CO3 is a leading membership-based organisation dedicated to supporting, developing, and connecting third-sector leaders across Northern Ireland. Established in 1985, we have been at the forefront of empowering leaders from charities, social enterprises, and community organisations. Our diverse membership base includes over 900 leaders, from those heading large charities and social enterprises to leaders of smaller community and faith-based groups.

The term "third sector" encompasses the broad range of work carried out by our members, operating across all policy areas, connect with every government department, and provide invaluable expertise, services, and innovation.

We strive to represent, connect, and support the third sector, facilitating collaboration between our members and key stakeholders in the statutory, private, and public sectors. Our goal is to create an environment where third-sector leaders can access the resources, guidance, and networking opportunities they need to have a lasting impact on their communities and sectors. Through our advocacy efforts and extensive networks, CO3 provides a unified voice for the sector, ensuring that the needs and priorities of voluntary and community organisations are heard at every level of government.

Over the years, CO3 has grown to meet the evolving needs of the third sector. In 2019, we expanded our services by establishing CO3 Enterprises, which offers executive recruitment support under the business name 'Engage'. Looking ahead to 2025, CO3 will continue to expand its reach and impact with the addition of the NI Health Collective. This new division will drive our mission further, bringing together VCSE networks and groups from the health and social care sectors to grow our membership and extend our influence across this critical area of service delivery.



CO3 Health Special Interest Group

[The CO3 Health SIG](#) was established in 2017 and is a leading coalition of health and social care charities and social enterprises with expertise in the care and support of people living with a wide spectrum of conditions, diseases and disabilities. With a membership made up of CEOs and senior leaders, it has grown to represent more than 90 organisations in the sector who work across the broad remit of health and social care connecting us with the experiences of people and communities in every part of Northern Ireland.

Its role is to reflect the views of our members and influence policy that tackles health inequalities and leads to better health and social care outcomes. The Health Special Interest Group provides thought leadership, education and development to leaders in Health & Social Care in the VCSE sector.

The over-arching aim of the CO3 Health Special Interest Group is to cultivate and foster cross-sector understanding and partnership, demonstrating good practice and evidence-based approaches that result in better healthcare outcomes for those we represent. For many years the CO3 Health SIG has worked to find common approaches to strategic issues and worked collaboratively to advocate for change within the health and social care system. It has worked to influence strategic health and social care policy at every level of government and across broader health and social care system through evidence-based policy and practice that leads to better health and social care outcomes.

Through the CO3 Health Special Interest Group we provide an important and visible point of contact and vehicle for the Department of Health, its associated agencies and government more broadly to engage the sector in strategic decision making, co-production and continuous improvement within health and social care. We currently provide support to the VCSE representatives on the Area Integrated Partnership Boards across NI through membership of the Health Special Interest Group supported by the Department of Health.

What we do

Champion the third sector as a vital strategic and delivery partner.

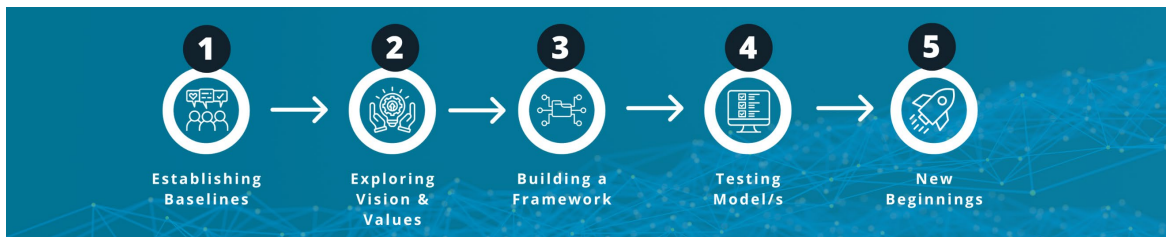
Increase skills, capacity and visibility of the sector through a collaborative model that creates a space for information sharing, training, development and support.

Improving the sustainability of the health and social care third sector through a co-ordinated engagement, advocating and lobbying role across government.

In 2024, a **Scoping Study Project** was led by Brenda Kelly, a freelance third sector consultant, which aimed to explore how the collective expertise of VCSE Health and Social Care Organisations could be united and utilised to work effectively in partnership with the Department of Health (DoH) and improve health outcomes in NI. The research study work took 10 months and was funded by a National Lottery Dormant Accounts Fund (NI)



Development Grant. The work was inclusive with sufficient scale to garner the views, needs and desired outcomes of voluntary organisations throughout Northern Ireland of all sizes and operating in all areas of health services provision.



The purpose of the study to uncover, compare and recommend models and explore the need for and potential of a sustainable grouping or coalition of Health VCSEs designed to provide a transparent and efficient two-way communication between the DoH (PHA and Trusts) and those Community & Voluntary organisations providing services in the health sector. The report details the evidence gathered through engagements, surveys and online questionnaires, best practice elsewhere of how VCSE Sector organisations wish to engage effectively with the statutory sector in Northern Ireland.

By identifying and establishing a robust evidence-based model for improving communication, collaboration and partnership working between sector providers and statutory stakeholders, we can increase capacity in the sector and build a resilient Health & Social Care VCSE which is future proofed.

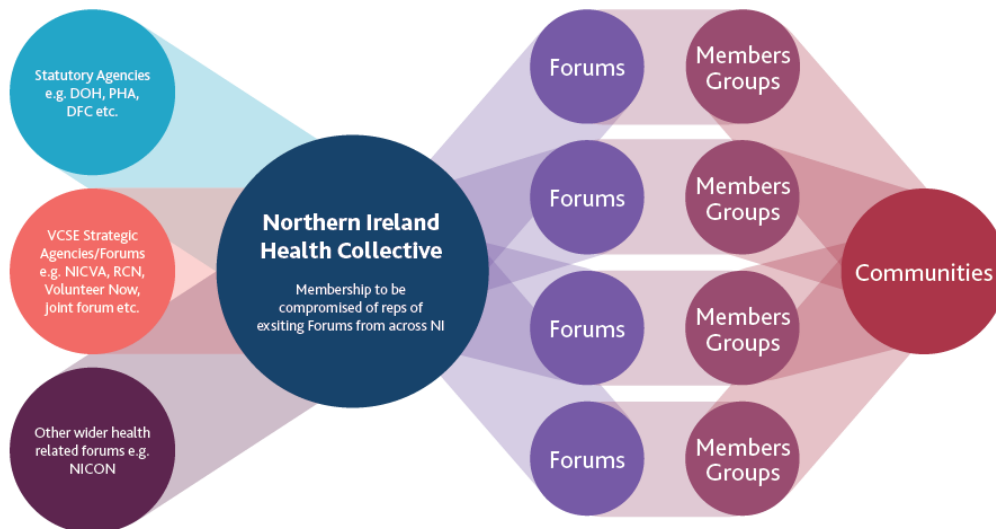
The report clearly points to the need for an independent representative voice for health and social care providers in the sector which will enhance communication with the Department of Health, provide a home for a collective voice on policy issues and advocate for the sector regionally & nationally.

A copy of the Scoping Study Project Summary Report can be downloaded [here](#). For the full report please visit the [CO3 Publications webpage](#).

Firmly rooted in robust evidence gathered through the Scoping Study, and strongly desired by the sector, establishing The Northern Ireland Health Collective is a natural next step.

NI Health Collective summary

The Northern Ireland Health Collective will provide thought leadership and improve collaboration with government bodies like the Department of Health, ensuring efficient communication, and advocating for better healthcare outcomes in Northern Ireland. The Collective will act as an independent, collective voice for VCSE health, social care and community wellbeing organisations.



The research identified three key roles for the NI Health Collective to take up:

- Advocating strategically for VCSE in the Integrated Care System.
- Proactive voice into government.
- Education about VCSE sector for public and statutory bodies.

Roles of the Collective:

- **Advocacy:** Providing a collective voice for VCSEs in government health system discussions.
- **Education:** Teach public and statutory bodies about VCSE contributions.
- **Support:** Provide resources for policy, research, training, and collaboration.

It will provide:

- A **hub** for information sharing.
- A **platform** for collaboration among VCSE groups.
- A **voice** for better healthcare in Northern Ireland.

Membership and Structure:

- The Collective will act as a "**network of networks**", involving representatives from existing VCSE group and forums.
- An **Advisory Panel** will guide its work to avoid duplicating efforts and ensure wide representation.

What CO3 does

At CO3, we are dedicated to supporting, developing, and connecting third-sector leaders across Northern Ireland. Our services are designed to enhance leadership capabilities, foster collaboration, and advocate for the sector's interests. We offer a wide range of activities and programmes that help our members connect, learn, and grow:

Networking

CO3 hosts numerous events, conferences, and workshops throughout the year, designed to help third-sector leaders stay informed and engaged with the latest trends, challenges, and opportunities. A highlight is our annual Leadership Conference, where members can attend keynotes, workshops, and panel discussions, and network with peers from across the sector. The event is a valuable space for learning and collaboration within the sector.

Leadership development and training

Leadership development is at the heart of CO3's work. We offer targeted programmes designed to enhance leadership skills and confidence at all levels within the third sector. These include forums that connect leaders in similar roles or situations, fostering valuable peer support, shared learning, and collaborative problem-solving. Additionally, our coaching and mentoring programmes equip leaders with tools to strengthen their leadership styles, develop their teams, and build resilience within their organisations. These programmes are designed to equip leaders with the skills, resilience, and mindset needed to navigate the challenges of today's rapidly evolving sector.



Policy advocacy and cross-sector collaboration

CO3 plays a key role in policy advocacy, ensuring that the needs and priorities of third-sector organisations are represented at all levels of government. Our Health Special Interest Group (SIG) facilitates collaboration between third-sector leaders and statutory agencies, aiming to improve health outcomes and strengthen the integration of VCSEs into the health system. In addition, CO3's programmes foster cross-sector collaboration, bringing together leaders from diverse fields to solve shared challenges and create



impactful solutions.

CO3 Enterprises (Engage Executive Talent)

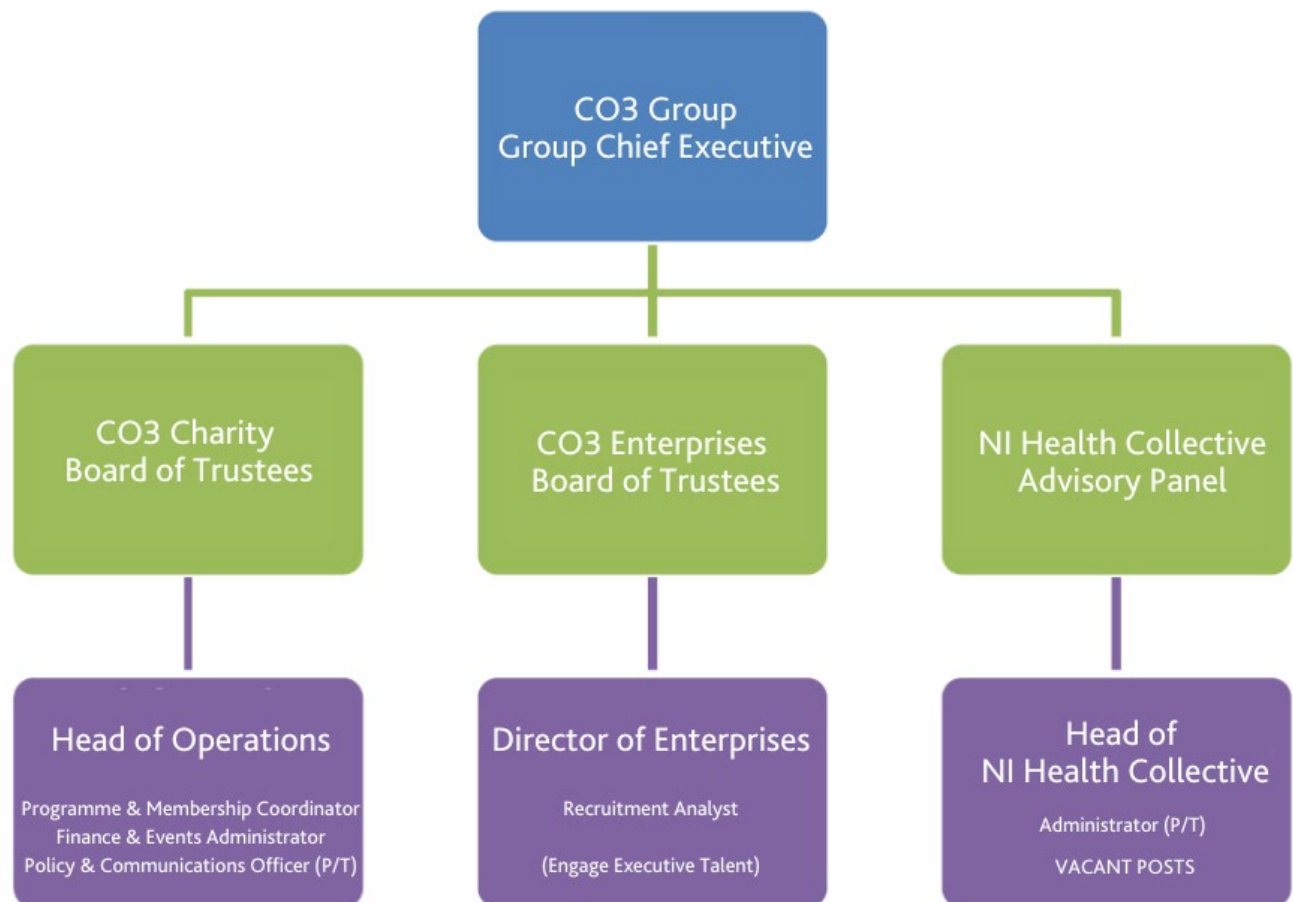
Engage is the leading executive search consultancy specialising in third sector recruitment in Northern Ireland. Engage helps organisations find top-tier CEOs, senior managers, board members, Interim Executives and Trusted Consultants, leveraging CO3's extensive networks and expertise. More information on these services can be read on



Engage's [website](#).

How we're organised

As a division of CO3, the NI Health Collective will benefit from our robust governance and financial management systems. The Collective will be an integral part of CO3 benefitting from existing structures, operating procedures, networks and access.



CO3 Strategy

CO3 Group, including CO3 Enterprises, is guided by a common Mission, Vision, and set of Values. The NI Health Collective will also align with these, following the direction set by CO3.

VISION

A fair connected society with a vibrant, valued third sector led by influential leaders, delivering outstanding impact.

MISSION

Developing inspirational, innovative, and highly skilled third sector leaders.

VALUES



Courage

We are ambitious for our members and the sector at large. We will speak truth to power, providing an independent voice and a range of services to respond to our members' needs.



Empowering Leadership

Leading a third sector organisation requires the highest level of dynamic, innovative, skilled and influential leaders. Everyone in an organisation has a leadership role to play and can make an impact. The best leaders are those that build leadership capabilities in others. We will show empowering leadership and help build this kind of leadership throughout the sector.



Unity

Social problems are not resolved by third sector organisations acting on their own but by collaborating with other organisations and sectors. Third sector leaders are also more effective and resilient when they collaborate and provide mutual support. We will optimise opportunities for mutual support, collaboration and the sharing of skills and knowledge.



Quality

As the beneficiaries of third sector organisations have the right to expect excellent services to meet their needs, those involved in third sector leadership should expect to receive services of the highest quality that meet their needs. We will be member-led, regularly assess the needs and satisfaction of members and ensure that all CO3 services are responsive and of the highest quality.



Social Justice

Everyone has the right to be valued equally, treated fairly and be included in society. We acknowledge the need to explore, expand and learn about diversity. We will celebrate and harness the value of difference, and work to identify and positively influence change in removing barriers to accessibility and inclusion.



Integrity

Trust depends on consistently acting honestly, independently, transparently and in good faith. We are committed to demonstrating integrity, living out our values and ideals and doing what we say we will.

Our Finances

Here's our most recent, published Income, Expenditure, and fund balances report to March 2024. You can access the last three years' accounts by clicking on the links below.

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Income from:					
Donations and legacies	3	-	-	-	35,961
Charitable Activities	5	277,019	120,247	397,266	298,679
Other Trading Activities	4	147,830	-	147,830	-
Investment Income	6	-	-	-	79
Total Income		424,849	120,247	545,096	334,719
Expenditure on:					
Charitable Activities	7/8	300,217	148,156	448,373	287,970
Other Trading Activities	9	89,586	-	89,586	-
Total Expenditure		389,803	148,156	537,959	287,970
Net Income/(Expenditure)		35,046	(27,909)	7,137	46,749
Transfers Between Funds		-	-	-	-
Net Movement in Funds		35,046	(27,909)	7,137	46,749
Reconciliation of Funds					
Total Funds					
Brought Forward	15/16	233,200	61,133	294,333	247,584
Total Funds Carried Forward		268,246	33,224	301,470	294,333

[Annual Report March 2023](#)

[Annual Report March 2022](#)

[Annual Report March 2021](#)

Meet the Team



Bernie Kelly

Chair of the CO3 Health Special Interest Group

Bernie Kelly was a senior manager in Belfast Health and Social Care Trust from 2007 until 2021, with responsibility for adult Physical and Sensory Disability services. She worked with a wide range of third sector disability organisations. From December 2021 until July 2023 Bernie was Development Manager for Northern Ireland with Shared Lives Plus, a UK based charity. She worked with Age NI to establish a new shared lives service for older people in NI. Bernie was a councillor in Belfast City Council from 2010 until 2015 and is now Vice Chair of the Local Government Staff Commission. Bernie is also Vice Chair of Relate NI and a member of CO3. A social worker by profession, Bernie is on the committee of BASW (British Association of Social Workers) Northern Ireland.



Valerie McConville

Chief Executive

Valerie joined CO3 in 2022, bringing a wealth of experience from her previous roles working with the Northern Ireland Chamber of Commerce and Irish News. Valerie holds an MBA from Queen's University Belfast and is a Chartered Member of the CIPD, reflecting her expertise in leadership and organisational development.



Patrick Minne

Director of CO3 Enterprises

Patrick has worked as a Chief Executive, Senior Manager and Trustee in Northern Ireland's third sector since 2007, establishing a strong network of contacts who are as passionate as he is himself about the sector's ability to change society for the better. His previous experience at Senior Management level in the private sector, working with a range of public sector clients, gives these networks strength and depth. He particularly enjoys identifying organisations and individuals who, like him, combine 'a social heart with a business head'.



Suzanne Courtney
Head of Operations

Suzanne has over 20 years' experience in sales management within the private sector and prides herself on building and maintaining relationships. In her role, she oversees all elements regarding CO3's member base, be it recruitment, support, communications, introductions and development.



Job Description

Job Title:	Head of NI Health Collective
Reporting to:	Chief Executive
Responsible for:	NI Health Collective Administrator (vacant)
Salary Package:	£50,000-£55,000 negotiable subject to experience + 8.5% employer pension contribution
Holiday Entitlement:	25 days plus statutory holidays
Hours per work:	37.5
Contract:	Permanent
Probationary Period:	6 months
Place of work:	Belfast with some homeworking and travel
Benefits:	Life assurance and critical illness insurance (4x salary) plus Health Shield cash health plan eg physio, dental, optical, consultant visit, counselling and more.

Principal Responsibilities

The primary role is to provide leadership and management of the NI Health Collective. You will establish and maintain relationships amongst VCSE Health & Social Care Providers, Statutory Agencies, Policy Makers and Funders as a passionate advocate for the NI Health Collective members in the sector.

The main areas of responsibility are:

Delivering the Strategic Plan - Member Relations & Support - Leadership and Advocacy – Facilitating Collaboration, Partnership and Consensus – Developing Sustainable Income - Financial and Legal Management

Delivering the Strategic Plan

- Working closely with the CO3 Group Chief Executive, deliver the NI Health Collective strategic plan through the development and implementation of annual business and operational plans.
- Agree operational plans and Key Performance Indicators with the CO3 Group Chief Executive with targets for growth and long term sustainability.
- Identify and assess strategic risks, issues and opportunities and take responsibility for initiating and leading associated changes.
- Monitor and report on progress against KPIs and Operational Plans monthly and provide reports to the CO3 Group Chief Executive.
- Provide progress reports to the quarterly CO3 Board of Trustees meeting to include performance against KPI targets and budgetary management.

- Ensure constant horizon scanning to maintain a high level of awareness of new developments, policies and engagement opportunities to lead and develop the NI Health Collective.
- Line manage the NI Health Collective Administrator providing collaborative leadership, coaching and development as required.
- Develop and maintain a strong knowledge of the work and activities of CO3 and particularly its Health Special Interest Group, keeping NI Health Collective Members updated on events and activities.

Member Relations & Support

- Actively recruit VCSE member organisations (existing networks, forums and umbrella organisations) to the Collective ensuring that accurate records of members are kept securely and meet with GDPR standards.
- Grow the membership in line with targets set out in annual operational plans, introducing membership fees in year 3.
- Provide an excellent standard of service to members ensuring high member retention as set out in operational plans.
- Develop the NI Health Collective Website ensuring the efficient provision and dissemination of resources materials and information to members and statutory stakeholders in a timely manner.
- Develop and provide appropriate training and education to support the VCSE sector's role in the implementation of the Integrated Care Service.
- Provide education about VCSE Health sector - for public, statutory bodies.
- Collect, analyses and report on relevant Data to inform policy development
- With a detailed knowledge of the work and activities of the CO3 Health Special Interest Group, keep NI Health Collective Members updated on events and activities.
- Commission and direct external evaluation professionals providing information and access as required to support effective impact and evaluation of the Collective's work.

Leadership & Advocacy

- Provide an independent representative voice for health and social care providers in the VCSE sector to enhance communication with statutory agencies and government
- Provide strategic communications and support for V&C representatives on the Area Integrated Partnership Boards.
- Facilitate communication from the Department of Health via the Collective to promote open and effective engagement.
- Work with members to support the Department of Health's delivery of its ambitions for Health outcomes in Northern Ireland through positive engagements, facilitating consultation and communication.
- Ensure that the NI Health Collective is a proactive voice into government with a strong presence and voice in local, regional (devolved) and national government.

- Develop and build a strong personal relationship with policy makers, Department of Health officials, Ministers and MLAs, relevant All Party Groups, local government and other relevant statutory agencies.
- Promote the visibility and positive reputation of the Collective in Northern Ireland and beyond.
- Actively engage with local and national media to promote the work of the NI Health Collective.
- Uphold and enhance the reputation the NI Health Collective and the goodwill shown toward the organisation by all members and stakeholders.

Facilitating Collaboration, Partnership & Consensus

- Create the conditions for partnership working amongst NI Health Collective Members.
- Building the capacity of the sector by demonstrating the gains and efficiencies of collaboration.
- Advocate strategically for VCSE in the Integrated Care System.
- Provide opportunities for a collective approach to engagement and negotiation with statutory agencies.
- Ensure that the NI Health Collective is an asset to smoother communication, more effective policy development and engagement with the sector.

Developing Sustainable Income

- Deliver growth targets in line with annual operational plans and KPIs.
- Develop excellent working relationships with key contacts in the Department of Health and in Dormant Assets Fund at the National Lottery Community Fund.
- Provide detailed reports to the Department of Health on the value delivered by the NI Health Collective to secure continued core funding support from March 2028 onward.
- Manage the timely annual renewal of memberships introducing and growing membership fees from March 2026 onward.
- Build relationships with a range of Trusts and Foundations with an interest in Health & Health Equality, to develop funding for specific research & policy work from March 2029 onward.
- Build relationships with a range of interested corporate partners whose values align with the work of the NI Health Collective.
- Secure funding support for training and networking events and activity through this network from March 2029 onward.

Financial and Legal Management

- Manage the NI Health Collective Budget ensuring that all expenditure is tracked and recorded.
- Provide required reports to funders (Dormant Assets & Department of Health) in a timely fashion.

- Ensure that all membership information is stored and managed securely and in compliance with GDPR.
- Ensure that the NI Health Collective meets the standards for Cyber Essentials Accreditation in line with the rest of the CO3 Group.
- Ensure compliance with all organisational policies as set out in the CO3 Staff Handbook.
- Ensure that the Collective is compliant with all relevant legal and regulatory protocols.

It is in the nature of the work that tasks and responsibilities are in many circumstances unpredictable and varied. All staff are, therefore expected to undertake work, which may not be specifically covered in the job description.

Person Specification

Essential Criteria

- Educated to degree level or with demonstrable, compensatory, relevant experience.
- In-depth understanding of the key issues facing Health & Social Care VCSE organisations acquired in a health and social care setting.
- Media training or experience.
- Evidence of excellent written, oral and presentation skills acquired in previous roles to a range of audiences
- Experience and ability in managing multiple projects and priorities, completing tasks on time and within budget.
- Evidenced problem-solving skills, a creative mindset and the ability to work under pressure.
- Strong collaborative leadership skills and experience of managing people.
- Proven track record income generation.

Desirable Criteria

- Experience of working at a senior level in a VCSE Health organisation.
- Experience of working at a senior level in policy & advocacy.
- Proven track record of successfully generating income through Trusts & Foundations and Corporate Partnerships.

How to apply

Please forward a **CV, maximum three A4 sides**, together with a completed **Supplementary Questions form** available from www.engageexec.co.uk, ensuring you have included mobile, work and home telephone numbers, as well as any dates when you will not be available or might have difficulty with from the recruitment timetable. You will also be asked to submit a separate **equality form** (see below).

The deadline is **Noon on Tuesday 8 April 2025**. Applications should be made by email to: **apply@engageexec.co.uk**

Contact Patrick Minne on 07792 509003 if you have any queries about the role or the application process.

Equality Monitoring and Criminal Convictions Disclosure

Along with the CV and Form, you will be asked to complete and return the Equal Opportunities Monitoring and Criminal Convictions Disclosure Form in a separate document. Neither of these will be disclosed to anyone involved in shortlisting your application.

Disability

In accordance with the Disability Discrimination Act a person is disabled if they have, or have had, “a physical or mental impairment which has, or has had, a substantial and long term adverse effect on your ability to carry out normal day to day activities”.

If you consider yourself to have a disability relevant to the position for which you are applying, please contact Patrick Minne so that we can process your application fairly, make any specific arrangements for your interview, and make any necessary reasonable adjustments or adaptations, or provide any aids to assist you in completing the duties of the post if appointed.

Equal Opportunities

CO3 Chief Officers 3rd Sector is an Equal Opportunities Employer and all applications for employment are considered strictly on the basis of merit.

By submitting an application for this position, you are consenting for your personal information to be processed and used for the duration of this recruitment campaign.

Timeline

CV, Supplementary Questions and Equality Monitoring and Criminal Convictions forms to be submitted

Noon, Tuesday 8 April 2025

First Interviews

Thursday 17 April 2025 and/or Wednesday 23 April 2025

Second Interviews (may include a seen or unseen task)

Monday 28 April 2025





Chief Officers 3rd Sector

Please address any enquiries relating to the advertised position to CO3's recruitment wing:

Patrick Minne

ENGAGE
EXECUTIVE TALENT

Tel: 07792 509003

Email: patrick@co3.org.uk

www.engageexec.co.uk

Enquiries unrelated to this recruitment can be addressed to:

CO3 Chief Officers 3rd Sector

31 Bruce Street
Belfast
BT2 7JD

Tel: 028 90245356

Email: info@co3.org.uk

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