

Department of Health, Social Services and Public Safety
An Roinn Sláinte, Seirbhísí Sóisialta agus Sábháilteachta Poiblí

PUBLIC APPOINTMENTS

NON-EXECUTIVE MEMBERS OF THE NORTHERN IRELAND CENTRAL SERVICES AGENCY FOR THE HEALTH AND SOCIAL SERVICES

The Department of Health, Social Services and Public Safety is seeking to appoint five non-executive members to the board of the Central Services Agency for the Health and Social Services (“the CSA”), two with immediate effect and three from 3 July 2004.

The CSA provides a range of common services to the Health and Personal Social Services and supports the four Health and Social Services Boards in discharging their contracts with Family Health Services Practitioners. Common services provided include legal services, supplies services, advice on support services, human resources services, research and development and a range of financial services. The CSA also manages the Centre for Health Care Co-operation and Development (NICARE) and the FPS Counter Fraud Unit. The CSA is run by a board consisting of a Chair, 5 executive members who are employees and 5 non-executive members appointed with the approval of the Minister responsible for the Department of Health, Social Services and Public Safety.

Non-executive members have to devote around 1-2 days a month to the appointment, for which they receive annual remuneration of £3,598. Non-executive members work in partnership with other members of the CSA board, HPSS colleagues, senior Civil Servants and Ministers to ensure that the Agency discharges its functions efficiently.

Qualifications and Experience

No specific academic qualifications are required. Successful candidates will have to demonstrate that they meet five standard essential criteria, as set out in the Information Pack. In addition it would be desirable for candidates to have experience in at least one of the following -

- Finance
- Legal Services (not necessarily as a practising solicitor)
- Procurement/Supply Chain Management
- Information Communication Technology/E-Commerce
- Human Resources
- Research and Development.

Expressions of interest

For further information about the appointments and a nomination form, please contact Public Appointments Unit, Department of Health, Social Services and Public Safety, D1, Castle Buildings, Stormont, Belfast, BT4 3SQ. Tel: (028) 9052 3250, textphone: (028) 9052 8343, fax: (028) 9052 3206, e-mail: public.appointments@dhsspsni.gov.uk quoting reference: **CSA 1/04**. Nomination forms can be provided in other formats and candidates who require assistance will be facilitated on request. Nominees invited for interview will be eligible for reimbursement of reasonable travelling expenses.



Completed nomination forms must be returned to the above address on or before 5pm on Friday, 9 April 2004. Nominations received after this date will not be accepted by the Department.

The Department of Health, Social Services and Public Safety is committed to the principles of public appointments based on merit with independent assessment, openness and transparency of process. Political activity will not be a criterion for appointment. The Department is committed to providing equality of opportunity for all nominees. Nominations are welcomed regardless of sex, disability, religion or political opinion. Women are currently under-represented in bodies sponsored by the Department and nominations from women would therefore be particularly welcome.

