



BOARD MEMBER WITH CLINICAL EXPERIENCE

Dun Laoghaire Rathdown Outreach Project (DROPP) is a community based organisation that provides support services to individuals who are negatively affected by substance use dependency. We offer a choice of group programmes and individual case work appointments designed to support individuals at any stage of problematic substance use and support participants to define their progression path across our services or through referral to a more appropriate agency who can better meet their individual needs.

The role of Board Member with Clinical Expertise has arisen and we are seeking a volunteer to contribute their skills, expertise and enthusiasm to an existing board of highly motivated and dedicated non-executives. This board role will help the board and organisation to improve and enhance its service provision and provide knowledge and expertise in the area of addiction recovery and human behaviour intervention.

We wish to expand our Board in order to build on our current expertise as we enter into a new and exciting phase of change and growth for the organisation. Board Members are chosen because they have a wide array of experience, and particular personal qualities to bring to an organisation. They may also provide specialist knowledge which will help provide the organisation with valuable insights. This role is voluntary and no remuneration is given to board members, however the organisation will meet any out of pocket expenses incurred in fulfilling your role as board member.

ROLE DESCRIPTION

- **Expert Advice & Support:** Provide a clinical perspective to the organisation and oversight to the review and development of service provision.
- **Strategic Leadership:** Collaborate closely with the management team in the development and implementation of a comprehensive fundraising strategy that aligns with the organisation's Vision, Mission and financial objectives while also advancing the brand identity of the organisation.
- **Board Engagement:** Actively participate in Board Meeting including allocating time to prepare for and attend meetings, offering strategic insights and advice, particularly on matters related to fundraising.
- **Committee Involvement:** Commit to serve as a member of at least one Subcommittee, where your expertise will drive fundraising, grant applications and the identification of opportunities for new and additional funding.

Commitment

You must have sufficient time and commitment to fulfil the role which will require between 4-6 hours per month in order to prepare for and attend:

Scheduled board meetings every six weeks, 9 per year; bi-monthly sub-committee meetings, 5 per year; the Annual General Meeting and a Board review day.

All board members

1. Take personal and organisational responsibility as a Board Member
2. Contribute to the development and implementation of DROPP's Strategic aims
3. Raise DROPP's profile as a valued community based rehabilitation service provider and support through attendance and networking at events and meetings, and generate interest in our work from potential stakeholders.
4. Support the Chairperson in leading the organisation
5. Lead or take part in one off projects as appropriate
6. Work in line with the organisation's governance handbook



PERSON SPECIFICATION

- Clinical experience gained in the area of substance use treatment, rehabilitation and recovery with a strong service delivery background.
- Knowledge and understanding of Addiction, substance use treatment, rehabilitation and recovery and workings of organisations similar to DROP
- Experience of implementing new processes and systems
- Passionate about addiction rehabilitation and recovery
- Experience of a Board level role for an organisation of similar size and level of activity an advantage
- Ability to think and plan strategically and take a board perspective of the environment in which the organisation operates
- Have a genuine interest in helping DROP achieve its vision and strategic goals
- Well-developed interpersonal skills and an effective communicator
- Ability to challenge constructively and accept challenge where appropriate
- Good networking skills
- Knowledge of evidenced based treatment models

TERM OF OFFICE

There is an annual performance review at the end of the first year as Board Member. Subject to satisfactory review and board approval the role will continue for an additional period of three years. After this time the Board Member may choose to step down or at the invitation of the Board may undertake a further two-year tenure

DECLARATION OF INTEREST

All Board Members are required to complete a Conflict of Interest Declaration Form on Induction. Any conflicts will be noted and retained on file for the duration of tenure.

CONFIDENTIALITY

All Board Members are expected to work in line with the Governance Handbook and the organisations policies and procedures in relation to confidentiality and data protection.

TIME REQUIREMENT FOR THE ROLE

The table below aims to give an approximate indication of the time required for various activities. Board meetings take place in DROP, 45 Upper Georges Street Dun Laoghaire at 6pm and bi-monthly sub committee meetings take place during working hours.

Activity	Approximate time commitment
Core Role including phone calls Sub committee meetings	4-6 hours per month
Board Meetings	All board members also sit on one Subcommittees of the Board of Management. These meet bi-monthly for 1 hour Board meetings take place monthly and last approximately 1.5hours. The AGM takes place Annually lasting approximately 1 hour

If you are interested in this role – what next?

If all the above sounds interesting and is something that you would like to get involved in please complete the attached Expression of Interest Form and return to Anthea Carry, CEO at anthea.carry@drop.ie. If you wish to discuss the role further you can contact Anthea on 01 2803187 or 089 612 7098.



**Expression of Interest For consideration of Board Member with Clinical Expertise Role with
Dun Laoghaire Rathdown Outreach Project CLG**

Name:
Address:
Tel No.:
Email:
Occupation / Current professional role:
Previous professional roles:
Any relevant professional qualifications:
Involvement with non-profit organisations (if additional to points already made)
Reason for interest in this opportunity? What your contribution can be to DROP and it's achievement of its mission?
Any other relevant information: