

Welsh Branch Officer role profile and person specification

Overall purpose

The BVA Welsh Branch Officer team normally consists of President, Vice President (Junior or Senior) and elected Welsh regional representative on BVA Council. Collectively, and working closely with Welsh Branch Council and BVA staff and officers, the Welsh Branch Officer team provides leadership for Welsh Branch Council to help ensure it fulfils its overall purpose to:

- contribute to the furtherance of BVA's mission to be the leading body representing, supporting and championing the whole UK veterinary profession, through engagement with members in Wales.
- foster the interests of the veterinary profession in Wales
- promote BVA in Wales
- advise on the consensus view of BVA members in Wales on Welsh and UK issues, particularly with reference to the activities of the Welsh Government and National Assembly for Wales, and engagement with key stakeholders, including the National Farmers Union Cymru and the Farmers' Union of Wales, and Welsh animal welfare organisations
- promote meetings in any part of Wales for the discussion of veterinary topics and related subjects, including assisting in the promotion of CPD opportunities

Duties and activities

The Welsh Branch President is the lead member of the officer team, although Welsh Branch Officers take collective responsibility for representing BVA members in Wales. The Welsh Branch President takes the lead on:

- Representing the views and interests of BVA members in Wales to Welsh Government and the National Assembly for Wales, politicians, stakeholders, and the media.
- Acting as a spokesperson and figurehead for BVA Welsh Branch.
- Chairing BVA Welsh Branch Council teleconferences, meetings and the AGM.
- Attending BVA Council and taking part in BVA Council discussions to represent the views of BVA Welsh Branch, working alongside the elected regional representative. (Note that, in some circumstances, Welsh Branch may choose to elect another member of Branch as the BVA Council representative.)
- Taking responsibility for specific issues of interest to the veterinary profession in Wales and working with the BVA policy, public affairs and media teams to advise on policy development and campaigns.
- Maintaining good working relationships with BVA divisions and affiliates in Wales to ensure they are fully engaged with BVA Welsh Branch.
- Forging and maintaining good relationships with the Wales CVO, and other key partners and stakeholders, both within and outside the veterinary profession.
- Delivering speeches, presentations and webinars on political/policy issues, as well as about BVA Welsh Branch with the support of the BVA secretariat.
- Providing veterinary expertise, political advice and direction to assist the BVA secretariat in its day-to-day work.

- Contributing regularly and effectively to BVA Welsh Branch Council discussions at meetings and via the email loops.
- Contributing to the BVA blog and other online and social media channels in liaison with the BVA secretariat.
- Working with the BVA secretariat to respond to communications from members in Wales.
- Attending a wide range of meetings, conferences, and events in Wales to represent BVA Welsh Branch and the veterinary profession in Wales.

Terms of office

The BVA Welsh Branch Officer terms of office are as follows:

- Junior Vice President – one year
- President – two years
- Senior Vice President – one year

Each year runs from Branch AGM to AGM (June to June) and candidates are elected by the AGM to serve the coming term. The total commitment is therefore four years.

The elected regional representative role lasts for three years, renewable once subject to successful re-election via a closed ballot of all BVA members in Wales.

Time commitment and remuneration

There are a number of set commitments during the term of office, including the Branch AGM, Branch teleconferences, and scheduled events (e.g. BVA Welsh dinner and parliamentary briefings). Other parliamentary, stakeholder and media commitments are fulfilled on an ad hoc basis. Due to the nature of the work, the time commitment is usually spread out unevenly and will include evenings and weekends. The BVA Welsh Branch President may be required to respond to emails or phone calls at short notice.

In recognition of the additional time commitment of the BVA Welsh Branch President, a stipend of £1,500 per year is offered, payable on presentation of an invoice to BVA. Individuals must make a declaration to BVA that they accept responsibility for declaring this stipend as earnings to HM Revenue and Customs. BVA does not supply any equipment for this role.

All Branch officers are eligible to claim expenses for BVA activities, in line with the BVA member expenses policy.

For the time that the Welsh Branch President serves on BVA Council, his/her BVA membership is free.

Person specification

- MRCVS
- Current BVA membership
- Resident in Wales
- Demonstrable commitment to promoting and furthering the interests of the veterinary profession, and of BVA and Welsh Branch
- Understanding of, and demonstrable commitment to, BVA's vision, mission and values

- Understanding of the current and future veterinary landscape, and the political and cultural climate in which BVA seeks to represent the profession
- Excellent communication, interpersonal and networking skills, and the ability to engage positively in debate and discussion
- Leadership, strategic thinking and decision-making skills
- Team player
- Passion and creativity to promote the value of the veterinary profession
- Previous experience of media performance and effective chairing is desirable

Conflicts of interest

Candidates for BVA Welsh Branch Officer roles must declare potential conflicts of interest at the time of application and before formally accepting the role.

Contact us

For more information, please contact the BVA policy team on 020 7908 6370 or policy@bva.co.uk

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