



Elections to support the future Royal College of Pharmacy

Role Profile - President



Royal College of Pharmacy

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Background

The President of the Royal College of Pharmacy is elected from amongst the members of the National Pharmacy Advisory Councils, who have been elected by the College membership. The President must be registered with the General Pharmaceutical Council. The Councils play a key role in informing the development and guiding the implementation of the College's strategy within the devolved nations, including in relation to policy, the delivery of professional development, member support and engagement. The President will ensure that these activities reflect the diversity of the pharmacy profession and the communities it serves, actively seeking and amplifying voices from underrepresented groups.

The President is a member of a National Council but has a wider role within the College governance. In addition to their National Pharmacy Advisory Council responsibilities, the President is an ex officio member (meaning full member with voting rights) and chair of the Senate, which is responsible for determining the strategic direction of UK pharmacy professional leadership, and also a member of the Board of Trustees, which has fiduciary responsibility for the College. In these roles, the President will champion inclusive decision-making, promote cultural competence, and ensure that governance reflects fairness, transparency, and representation.

Role Details

Tenure

The President is elected by the members of the three National Pharmacy Advisory Councils for a 3-year term. They may be re-elected for up to two further terms.

Commitments

The role of the President although not full-time, requires a strong time commitment. Active professional practice throughout the term of the presidency is strongly encouraged. Flexibility in availability is essential to meet the demands of the position, including the ability to attend various royal college and external meetings and events in the evenings and at weekends.

The estimated time commitment for the role of President is anticipated to be a total of 42 days per annum, roughly 3.5 days per month. This includes:

- A total of c. 3 days for Trustee meetings
- A total of c. 4 days for Senate meetings
- A total of c. 4 days for Council meetings
- A total of c. 1 day for the AGM (including preparation)
- A total of c. 1 day for training
- A total of c. 1.5 days for Finance & Investment Committee
- A total of c. 1.5 days for Audit & Risk Committee
- A total of c. 1 day for Remuneration Committee
- A total of c. 2.5 days for National Board Chairs' Forum
- A total of c. 3 days for weekly meetings
- A total of c. 3 days for reading emails / responding to consultations
- A total of c. 15 days for attending events

This time commitment is given in days, but may be executed in shorter periods of time, and could be during the day or in the evening. This does not include travel time. Events include attendance at conferences, networking, lobbying, parliamentary events, where Members are representing the College. This is flexible and up to individual Members.

In addition, the President would be expected to step down from commitments with other organisations that may present a conflict of interest to this role.

Location

UK based, with office locations in London, Cardiff and Edinburgh. There will be a mix of onsite and remote working, plus regular UK and international travel.

Remuneration and expenses

Council roles are voluntary and unpaid in line with Charity Commission guidance. Reasonable expenses will be reimbursed, in line with the Royal College of Pharmacy policy, for attending College meetings and undertaking College activities in line with the role specification.

Support for the role

We recognise the significant contribution our elected members give to the royal college, and we are committed to supporting every member in a way that reflects their individual circumstances and promotes equity, diversity, and inclusion. This includes:

- Providing the training and development to enable our President to flourish in their role, with a focus on inclusive leadership and cultural competence
- Exploring a mentoring framework that values diversity and ensures equitable access to guidance and support for our elected members
- Supporting you with any discussions and arrangements that your employer may need to enable you to volunteer with us alongside your substantive role ensuring flexibility and fairness for elected members, which may include:

Referencing

Providing you with a CPD log

As this role requires visible leadership, additional role specific training and support will be provided which may include:

- Media Training
- Inclusive chairing skills
- Psychological safety and inclusive meeting facilitation, skills for creating environments where all voices are heard and respected
- Support with building an effective and inclusive Board of Trustees
- Charity trustee training

Opportunities

This role receives additional support and training. As an ex-officio member (meaning full member with voting rights) of the Board of Trustees, this role works alongside and is supported by our appointed trustees.

We are committed to ensuring this pathway is accessible and inclusive, encouraging participation from members across all backgrounds and experiences.

The role of President

The President of the Royal College of Pharmacy is a high-profile, authoritative representative of the pharmacy profession. The President is the face of the College, representing the organisation, its members and the profession at national and international levels.

The College is a membership organisation. The President needs to be personally accessible to Members and Associate Members in the UK and internationally, engaging inclusively and closely with them to understand their views. The President should actively seek input from underrepresented groups and create opportunities for all voices to be heard. They must also engage with and be accessible to the wider governance structures of the College in order to understand the widest possible range of viewpoints in strategic developments and Senate business. This entails visits, speaking engagements, media appearances, other communications and social occasions, conducted in ways that promote inclusivity and accessibility.

Developing effective relationships with ministers and senior government officials while maintaining the College's independence is essential to ensuring that the College's national influence is sustained and increased. Stakeholder management, developing partnerships and relationships with a wide cross-section of organisations important in healthcare, including those representing diverse communities is a key part of the President's role. This may involve membership of committees or other bodies on behalf of the College.

The President will need to be able to represent College views pertinent to public interest and be willing to engage with the media. Clear communication and public speaking skills are a key necessary skill as the President will be a key spokesperson for the College on professional matters.

With the support of the Executive, the President will chair and lead the Senate in ensuring the professional heart of the organisation is appropriately reflected in the College strategy and take a key role in promoting this to the Board of Trustees. The President does not have a role in the day-to-day administration and operations of the College, but may, from time to time, work with the College's people to achieve results.

As a public figure the President is expected to demonstrate characteristics consistent with the **Nolan Principles of public life**, including a strong commitment to equity, diversity, and inclusion. It is also expected that the President will demonstrate behaviours in office in line with the College's values, its policies and guidance.

The President as a member of the Board of Trustees will have a role as a trustee of the College and as such has legal duties and responsibilities. The President works closely with the chair of the Board of Trustees to ensure the organisation meets its objectives.

Key responsibilities

- Acting in the best interests of the College to enhance its reputation as the professional leadership body for pharmacy, including promoting the pharmacy profession and advocating for membership of, and engagement with, the College in the UK and where relevant internationally. Ensuring these efforts reflect the diversity of the profession and the communities it serves.
- Representing the College by attending relevant meetings and events including College meetings, conferences and awards ceremonies, and visiting members of the profession in their workplaces to gain insights and feedback, actively seeking input from underrepresented groups. Also representing the College in the wider media, in line with agreed College position statements.
- Undertaking ceremonial duties on behalf of the College, including attending or hosting official functions and giving speeches when requested.
- Upholding the values, decisions and policies of the College and acting as a role model for inclusive leadership to members and the wider profession.
- Chairing Senate and other meetings effectively and ensuring that decisions where required are reached wherever possible by consensus.
- Fostering collegiate behaviours across the College's governance and with the College's people, including promoting active, transparent and inclusive communications across the governance structures and between meetings as needed.
- Demonstrating a strong commitment to equity, diversity and inclusion (EDI) by championing inclusive practices, challenging barriers to participation and supporting representation from underrepresented groups.
- Ensure openness and transparency in College activities, ensuring communication is accessible and representative of the profession's diversity.

- Establishing and maintaining a close working relationship with the Chief Executive Officer (CEO) and Director of Pharmacy.
- Reporting on the activities of the President as required.
- Acting as trustee of the College as an active member of the Board of Trustees working with the Chair and other trustees and holding the executive to account to ensure that the organisation delivers against its objectives in a fair, inclusive and transparent manner.
- Actively seek and amplify diverse voices within the profession to inform decision-making.
- Create psychological safe spaces for discussion within governance structures, where all members feel respected and able to contribute and embedding EDI principles in discussions and decisions in line with the College's Regulations and Standing Orders.
- Champion inclusive engagement by ensuring that College activities, communications, and events are accessible to all members, including those from underrepresented groups.
- Challenge bias and barriers to participation in governance and leadership roles, promoting fairness and equity.
- Encourage openness and transparency in decision-making, ensuring diverse perspectives are considered and valued.
- Recognises unconscious bias and takes steps to challenge and reduce its impact in decision-making.
- Personal integrity and a commitment to act in the best interests of the College and the profession, ensuring fairness and inclusion without regard to personal interest or benefit.
- The ability to communicate clearly and effectively, building strong relationships across diverse groups and giving honest and objective opinions. Able to make decisions and add value to decision making by offering different perspectives, challenging bias and constructive inclusive suggestions.
- Ensures that meetings, communications, and engagement opportunities are accessible and inclusive for all members.
- Inclusive leadership, creates an environment where all voices are heard, valued, and respected, fostering psychological safety and collaboration.
- Commitment to championing diversity in leadership and governance roles, supporting representation from underrepresented groups.
- Ability to identify and challenge barriers to inclusion in policy and practice.
- Openness to learning and development in EDI, including unconscious bias awareness and inclusive leadership training.

Person specification

- An experienced professional, actively connected with, and credible to, the pharmacy profession, with demonstrable leadership experience gained through roles in healthcare or health science, and an ability to champion inclusive leadership practice.
- A sound understanding of the priorities for the pharmacy profession and health issues across the UK with a deep understanding of the UK health and policy landscape.
- An understanding of, and commitment to, the strategic priorities for the College and its members, its purpose and its work, including embedding EDI principles in governance and decision making.
- The ability to listen to and influence members, advocate for them and the wider profession and in doing so demonstrate sound cultural competence, political sensitivity and an appreciation of diverse perspectives.

