



Co-opted Member Recruitment Pack



Welcome

Thank you for taking the time to consider applying to become a co-opted member of Council for the Healthcare Infection Society (HIS).

Charity background

HIS was founded in 1980 by a group of consultant medical microbiologists who were becoming increasingly concerned about the rise of healthcare-associated infections (HCAIs). HIS is now a registered charity (n°.1158172) and membership organisation, and its objectives are to advance knowledge, foster scientific interest and disseminate information about the prevention and control of HCAIs.

HCAIs can develop either as a direct result of healthcare interventions such as medical or surgical treatment, or from being in contact with any healthcare setting. HCAIs pose a very serious threat to patients, staff and visitors and incur major costs for the NHS. They can cause significant morbidity to those infected.

Membership

HIS membership currently stands at 1,250. Members are largely from the medical professions and are strongly represented by consultant microbiologists and trainees. The Society is inclusive, and there are categories of membership available to nurses and other health professionals with an interest in infection prevention and control (IPC).

Income generation

The Society's subscription journal, the *Journal of Hospital Infection* (JHI), is published monthly and includes original articles that relate to all aspects of infection prevention and control in healthcare settings. The JHI also publishes articles that relate to national policies or guidelines. Subscription income from the JHI is the Society's primary income stream, and free access to JHI as a key membership benefit. The JHI seeks to promote collaboration between the many disciplines in infection control in different countries, resulting in multidisciplinary and international coverage of the latest developments.

Infection Prevention in Practice (IPIP) was launched in March 2019 and is the Society's gold open access journal. This low cost fully online journal welcomes quality articles in the field of infection prevention and control, clinical microbiology, and the global burden of infection in healthcare. IPIP provides a comprehensive educational resource for all those working in the field of infectious disease prevention and treatment, through the sharing of local research studies, experiences, case reports, novel techniques, best practice, and outbreak reports from clinical professionals globally, with a focus on developing countries.

In addition to the publication of journals, the Society runs an extensive programme of courses, conferences and training days that support healthcare professionals to communicate and learn about the latest developments in the field of healthcare-associated IPC.

Impact and public benefit

Through its membership and publishing activities HIS can make a significant impact on the prevention and control of HCAIs, and ultimately to improve and safeguard public health. We have ambitious strategic objectives, and this is an exciting time for the Society as we develop our staff team, recruit new trustees, and diversify our income.

HIS Council membership

HIS Council is comprised exclusively of those from a clinical background with the exception of the Lay Trustee. We are now seeking an Infection Control Nurse to join what is a group of dedicated and enthusiastic Trustees as a co-opted member. HIS is committed to creating an inclusive culture that supports equality and diversity, and we welcome applications from any individual who supports the Society's objectives and wishes to make an active contribution to their delivery.

This information pack contains more information about the Society, the co-opted member role and how to apply.

The Healthcare Infection Society – in detail

Healthcare-associated infections - how we help

Patients can acquire HCAs either as a result of being in contact with a healthcare setting or via medical interventions. Infection prevention and control is a key focus for those working in patient-facing healthcare.

Individuals who are committed to reducing levels of HCAs to the lowest possible levels form the membership that HIS represents and supports.

What we do

- We help to prevent HCAs by sharing research, evidence, and best practice
- We provide a source of expertise in the prevention and control of HCAI
- We support everyone in UK healthcare and around the world to reduce avoidable HCAs
- We strive to inspire and support generations of healthcare infection professionals through training, education, and collaboration
- We support and communicate pioneering world leading research, driving effective practice

We consult our membership regularly, and every 5 years we formally review our [strategy](#) to ensure we understand the current climate within the field of HCAs, the needs of our members as well as the larger IPC community. We then set strategic objectives and develop plans to ensure we achieve them.

Currently, we achieve our strategic objectives via a programme of training and events, the development of resources, the production of evidence-based publications and guidance, the allocation of research funding, and other activities that support and represent our members.

The **Healthcare Infection Society** (HIS) is a charity (1158172) registered in England and Wales.

Our vision

Is a world in which HCAs have been reduced to the lowest possible level.

Our mission

To provide healthcare professionals with the information, evidence, and skills they need to prevent and control HCAs.

Our values

We believe that:

- Good science underpins good clinical practice
- Many HCAs are preventable through effective multi-disciplinary teamwork

- Continual professional learning and development is necessary to reduce the incidence of HCAs
- Collaboration within and beyond the Society will help to advance and communicate knowledge

Our ambitions

Over the next four years we will grow and increase engagement with our professional membership through our expanding activities. We will run a diverse programme of events, fund research that will demonstrate that excellent science underpins excellence in clinical practice, and we will also produce clinical guidelines. We will invest in our journals and ensure we closely integrate the promotion of our journals with the activities of the Society, whilst ensuring the journals are editorially independent of the Society. We will also seek to and diversify our income streams, and it is this latter aspect that will specifically benefit from the views of a Lay Trustee.

Our Strategic Objectives 2020-2025

Our plan is to support healthcare professionals to manage, prevent and control healthcare-associated infections which we will achieve via five strategic objectives.

- 1: Grow and engage our membership
- 2: Professional development
- 3: Research and guidelines
- 4: Collaborate
- 5: Safeguard

[Our strategic plan](#)

A summary of our strategy can be found on page 13 of this pack. Our strategy is a living document and is discussed during every meeting of Council.

How we will achieve our Strategic Objectives

Our [Staff Team](#) works with our volunteers to achieve our objectives. Volunteers include members of our [Council](#), [Committees](#), [Working Parties](#) and Editorial Boards. Our members and the wider IPC community are also crucial to the success of the organisation as they participate in our events, deliver our funded research projects, and support our journals.

Staff Team

The organisation has eight members of staff, all of whom are aligned to specific strategic objectives. They are:

- [Chief Executive](#) - Dr Kay Miller
- [Chief Finance Officer](#) - John Misselbrook
- [Membership, Education and Events Manager](#) - Dr Helen Davies
- [Editorial and Production Manager](#) - Christine Fears
- [Research and Development Manager](#) - Dr Gemma Marsden
- [Researcher in Evidence Synthesis](#) - Dr Aggie Bak
- [Researcher in Evidence Synthesis](#) - Dr Moira Mugglestone
- [Membership, Communications and Events Coordinator](#) - Adel Botfield

HIS Council

Although the trustees delegate the day-to-day management of HIS to the Chief Executive, they are actively involved with setting and delivering the strategic objectives. Each trustee (with the exception of the Lay Trustee) has a professional interest in HCAIs. The HIS Council serves as a Board of Trustees.

(Brackets denote role end year)

OFFICERS

President - Professor Hilary Humphreys (2022) Trustee

Chair - Dr Elisabeth Ridgway (2021) Trustee

Secretary - Dr Peter Jenks (2021) Trustee

Treasurer - Dr Chris Settle (2021) Trustee (Chair-elect)

OTHER COUNCIL MEMBERS WITH DESIGNATED RESPONSIBILITIES

Editor JHI - Dr Jim Gray (2022) Trustee

COMMITTEE CHAIRS

Guidelines Committee - Professor Peter Wilson (2022)

Professional Development Committee - Dr James Price (2022) Trustee

Research Committee - Dr Emma Boldock (2022) Trustee

Trainee Committee - Dr Joanna Walker (2022) Trustee

ORDINARY COUNCIL MEMBERS

Dr Luke Moore (2023) Trustee

Dr Gayti Morris (2023) Trustee

Dr Manjula Meda (2023) Trustee (Secretary-elect)

Dr Gemma Wheldon (2022)

CO-OPTED MEMBERS

Claire Hail (2021) Infection Control Nurse **VACANCY from November 2021**

Dr Shanom Ali (2021) Clinical Scientist

LAY TRUSTEE

Andrea Parsons (2021) Trustee **RECRUITMENT in progress**

By definition, HIS Council members must be trustees **except**:

- Committee Chairs
- When individuals are co-opted onto Council for a specific role. Their tenure is at the discretion of Council and is typically 3 years.

These non-trustee Council members are non-voting.

Although the maximum number of trustees is 13, there is no specific maximum number of HIS Council members.

Committees

Our committees are formed of volunteers who are healthcare professionals. They are formed largely of consultant microbiologists and virologists, trainees enrolled on a specialty training programme, infection control nurses, staff from Public Health England and healthcare scientists. Full details of the terms of reference and membership of all HIS Committees can be found [here](#).

- [Professional Development Committee](#)
- [Research Committee](#)
- [Guidelines Committee](#)
- [Trainee Committee](#)
- [Executive Editorial Board](#)

Working Parties

The Society is involved in a number of Working Parties that produce evidence-based and expert guidance in all areas of infection prevention and control. Many of these are led by the Society. HIS members also provide expert representation on Working Parties of other organisations.

Current Working Parties:

- [Management of norovirus outbreaks in acute and community health and social care settings](#)
- [Prevention and control of Group A Streptococcal infection in acute healthcare and maternity settings in the UK](#)
- [Prevention and control of infection in burns units \(joint with British Burns Association\)](#)
- [Microbiological commissioning and monitoring of operating theatre suites](#)
- [Rituals and behaviours in the operating theatre \(joint with the ESGNI study group of ESCMID\)](#)
- [Final rinse water for endoscope washer disinfectors](#)
- [Water management for healthcare microbiologists](#)
- [Automatic room decontamination in the healthcare setting](#)
- [Meticillin resistant *Staphylococcus aureus* \(joint with BIA, IPS and BSAC\)](#)
- [COVID-19 Rapid Guidance \(joint with BIA, IPS and RCPATH\)](#)

Editorial boards

Our journals have independent editorial boards as follows:

[Journal of Hospital Infection International Editorial Board](#)

[Infection Prevention in Practice Editorial Board](#)

The Executive Editorial Board oversees all aspects of journal publishing within HIS, in collaboration with our Publisher, Elsevier.

Members

- Dr Jim Gray (Editor in Chief, Journal of Hospital Infection)
- Dr Gemma Winzor (Editor in Chief, Infection Prevention in Practice)
- Dr Nikunj Mahida (Editor, Journal of Hospital Infection)
- Dr Martyn Wilkinson (Editor, Journal of Hospital Infection)
- Dr Pauline Jumaa (Editor, Infection Prevention in Practice)
- Dr Elisabeth Ridgway (Society Chair)
- Dr Christopher Settle (Society Treasurer)
- Dr Katie Prescott (Graham Ayliffe Fellow)

Our income

The Society is in a healthy financial position with total funds of £8,751,000 as at 31 March 2020

(2019: £8,259,000). Due to significant costs savings largely associated with the move to online event delivery and investment gains, the Society's funds now stand at >£9m.

<https://www.his.org.uk/about/annual-reports-and-accounts/>

The role of a co-opted member

Co-optees are invited to become council members because of their particular skills and expertise. Co-optees should be accountable to the Chair and Council. Working with Council members and HIS staff they should ensure that they:

- Abide by HIS behaviour principles and code of conduct
- Prepare for meetings to enable them to participate fully in the discussion
- Send apologies to the CEO/Chair if they are unable to attend the meeting
- When speaking on issues they should identify as a co-optee, not a trustee
- When speaking in a personal capacity they should explicitly ask not to be identified as a HIS representative
- If asked, they should take action arising from the meeting, by providing information, advice or written text
- Take part in consultation exercises, meeting deadlines for comments
- If asked, attend meetings or conferences on behalf of the Council at meetings or conferences write a report of the event to present to Council.

What HIS is looking for in a co-opted member

Ethos

All HIS Council members are aligned with our core beliefs – that HCAs can, and must, be reduced to the lowest possible levels.

Attributes and disposition

- Willingness to put time and effort into the role
- Commitment to the organisation
- Respected and trusted by others
- Independent and sound judgment
- Impartiality, fairness, and confidentiality
- Willingness to speak his or her mind
- Tact and diplomacy
- Respectful of others
- Willingness to learn new skills and to take part in governance training
- Have strategic vision
- Creative thinking
- Ability to work effectively as a team member
- Good communication and interpersonal skills.

Skills and experience

- A registered nurse who has practiced as an Infection Control Nurse for 2 years or more
- A post-graduate diploma in IPC or Public Health
- An Associate Member or Full Member of HIS (or is willing to join if appointed as a co-opted member of Council)
- Experience of delivering teaching to healthcare staff of all grades
- Able to demonstrate their role in supporting and leading others within a team
- has experience of committee work
- Experience of quality improvement

Term

Three years.

Anticipated time commitment

Taking on the role of a co-opted member of HIS Council of HIS is a significant undertaking. The Council meets at least 4 times per year in February/March, June, September, and November in central London, during the working week. Meetings usually take place during the afternoon and have a typical duration of 4 hours. The February/March Council meeting runs over two days and includes a trustee training session and a strategic workshop that co-opted members are invited to join. An appropriate time commitment will be required over the course of the year for the preparative work required in between meetings. Trustees are also expected to attend the AGM (usually held at a conference in the UK) in November/December each year.

Salary

Unremunerated (expenses paid).

How to apply

Application is by way of an application form ([available as a download from the HIS website](#)) addressed to Dr Kay Miller.

For an informal discussion of the role, please also contact Kay Miller.

Dr Kay Miller, Chief Executive | Montagu House | 7e Wakefield Street | London, WC1N 1PG

Tel: 07979354242 | Email: kay.miller@his.org.uk | www.his.org.uk

Applications will be reviewed, and an appointment recommendation made to Council.

Closing date

28 October 2021. Interviews will be held in September 2021.

Our strategy

Supporting healthcare professionals to manage, prevent and control healthcare-associated infections Our plan to reduce HCAs by funding research, sharing evidence and promoting best practice 2020-2025

Who we are



We are **experts** in the prevention and control of infections

We **inspire** generations of healthcare infection professionals through training, education and collaboration

We **support** everyone in healthcare to reduce avoidable healthcare-associated infections

We **pioneer** world leading science and drive effective practice

We **prevent** healthcare-associated infections by sharing research, evidence and best practice

Challenges we face



1. Patients may become ill or die unnecessarily from preventable infections acquired as a result of contact with a healthcare setting

2. Adherence to IPC best practice in healthcare settings could be improved

3. Reduced staffing levels, increasing patient numbers and clinical complexity are resulting in an increasingly heavy demand on professionals working in IPC

4. Antimicrobial resistance is hindering the effective treatment of infections

5. Community care settings can have poor coverage of IPC specialists, and staff who are not familiar with IPC best practice

6. IPC is underrepresented in training programmes, and the infection specialties struggle to recruit to postgraduate training programmes

7. Changes to the postgraduate training curriculum have led to less exposure to IPC during training

8. IPC specialists need to learn to make high level decisions under pressure, and this is only facilitated by greater experience and exposure

Our objectives



1. Grow our membership, and engage and support our members



2. Design and deliver a range of expert-led educational activities, grants and resources that will promote the application of clinical best practice, and equip healthcare professionals to reduce the levels of healthcare-associated infections, and educate and inform the public



3. Support, develop and communicate research focused on infection prevention and control that will evidence best clinical practice and promote patient safety



4. Collaborate with like-minded organisations to promote best practice and influence key opinion leaders



5. Safeguard our future through investment and diversification



Our priorities



Programme of activities

We will fund a diverse range of research and produce expert guidance on the control and management of HCAs

We will deliver an expert-led high-quality programme of training and events

We will provide accessible platforms for the dissemination of peer-reviewed high-quality research



People

Our activities and publications will support the professional development of our members and the wider IPC community at all career stages and levels

We will encourage our members to become involved with the Society in order to help us realise **our vision**: A world in which HCAs have been reduced to the lowest possible level

We will support and develop our staff and volunteers



Perception

We will ensure our brand, website and key messages communicate that HIS is expert-led and the authority on the delivery of activities and publications that drive best practice

