



Want to get on Board?

Here's how!

Please note: Notification to stand for positions on the Board **MUST** be received by **Wednesday 7th August 2019**.

Since 1967, the British Cattle Veterinary Association has been providing cattle vets with specialist representation, cattle specific CPD and an environment to share clinical experiences as well as to develop stronger networking amongst other cattle vets around the country and beyond.

Representing views of members in the wider livestock industry

The BCVA provides scientific and policy advice to the Government and is a stakeholder on a range of cattle industry organisations.

The BCVA is involved with all aspects of the cattle veterinary profession. We provide representation within many organisations seeking our informed opinion, such as CHECS (cattle health certification standards), Red Tractor, CHAWG (cattle health and welfare group), Defra working groups and RUMA Targets Task Force.

Providing lifelong learning for cattle practitioners

Unique to the BCVA, we host an annual congress for cattle vets, providing lectures and workshops over 3 days run by high quality speakers invited from across the world.

We provide undergraduate support and speakers for clinical clubs to facilitate the transfer of education to potential new cattle vets to the profession.

We provide a series of CPD courses designed to appeal to cattle vets at all stages of their careers. More details about all CPD courses can be found at www.bcva.org.uk.

How is the BCVA run?

The BCVA can only function through the support and commitment of its board of directors, who typically represent vets within the cattle industry on a broad basis; our current board members include those working in clinical practice, the animal health industry, veterinary education institutes, and independent consultants. Each board member is elected by the BCVA members.

Election Process

- Board Directors will be elected at the Annual General Meeting which will be held at the BCVA Congress. Members that are unable to attend the AGM may appoint a proxy who may then vote on his or her behalf (having first delivered a valid proxy notice). Members will exercise this via postal vote to the BCVA office (Secretariat).
- Those interested in standing for election to the Board should complete a nomination form with names of a proposer and a seconder who both, like the applicant, should be members of BCVA. They should also complete the section describing their professional history, reasons for standing for election and any other matters that they feel would engage support from the BCVA members. The enclosed form should be completed and forwarded to the BCVA office (Secretariat) no later than **7th August 2019**.

Roles and responsibilities of being a Board Director

The BCVA converted to a Limited Company at the 2012 AGM. The role and responsibilities of Board Directors will be the same as those for a director of any Limited Company.

How long will I remain on the Board?

Once elected onto the board of directors, you will remain for a period of 3 years. After that time, you are eligible to stand for re-election alongside all other candidates standing at the AGM, for a further 3 year term.

What time commitments should I expect to have to make?

There are usually four Board meetings throughout the year and it is expected that Directors will make every effort to attend these meetings.

What am I likely to be doing?

Directors may be appointed to join or head up working groups; any preferences, special knowledge or abilities will be taken into account when these appointments are made. The working group structure is reviewed and updated each year.

There are currently six working groups:

- Education
- Medicines
- Board affairs and BVA liaison
- Herd Health and Welfare
- Government and Agency Liaison
- Communications

On occasions, Directors are asked to represent BCVA at some other third party meetings. These are dealt with as they arise with representation being decided upon according to expertise and availability. It is expected that a concise report of such meetings (one side of A4 for instance) should be fed back into the Secretariat by way of BCVA SharePoint so that all Board members are aware of the meeting content and any views that may have been expressed.

Directors will also be asked to comment on documents, consultations and other relevant projects from a variety of sources. These requests usually come through the Office, the Secretary or a working group chair via the BCVA SharePoint and any response will normally be back to them or to the working group chair concerned. On average the BCVA Board comment on 40+ consultations a year.

Directors are expected to actively participate in Board meetings and should not feel inhibited when it comes to expressing an opinion.

Newly elected Directors will be taken through an induction on the workings of the Board and the Office. Directors will also be required to complete an annual Declaration of Interests to ensure that any extra-BCVA involvement is known to the Board ensuring that no conflict of interest problems should arise. The Rules of Engagement can be found in the back of this booklet.

Keeping in touch with other board members and the office

In recognition that our board directors may reside across a wide geographic area of the UK, we do not expect directors to physically attend meetings outside the board meetings, we no longer use carrier pigeon and have embraced technology wholeheartedly. Regular electronic communication amongst working groups is strongly encouraged by the use of the BCVA SharePoint system, for which access and training can be arranged. Regular use of and contribution to this facility is expected of all Directors. Teleconferencing is also increasingly used as well.

Will I be out of pocket?

Directors are expected to offer up to five days attendance on behalf of the BCVA in any given year. This is based on attending four Board meetings and one other as a reasonable input. Any accommodation or travelling expenses so incurred are reclaimable from BCVA using the requisite claim form.

Time in excess of this five day commitment is eligible for further expense consideration, details of which can be clarified if requested. BCVA has a realistic attitude to the effects that Board involvement can have on practices and this is reflected in the recompense provided where members provide over five days service per annum to BCVA. Directors will also have concessionary rates for Congress at which significant periods of time may be spent on general support for the Secretariat and other organisational matters.

Help shape the future of the cattle veterinary profession!

Membership of BCVA Board is a very worthwhile position to hold. There is a strong team ethic and the well-being of cattle and their keepers through the activities of its members is the main ethos of the association. It is hoped that all Directors enjoy their time on Board and feel satisfaction for the time and effort that is put in.

BCVA Vision, Mission, Values statements

Vision *Why we are here*

We wish to see sustainable beef and dairy industries in the UK, with a central role for the vet to safeguard and improve the wellbeing of cattle and safety of our food.

Mission *What we do*

- We represent the views of members in the wider livestock industry
- We signpost and provide CPD for cattle vets and promote lifelong learning
- We promote cattle wellbeing (health and welfare)
- We provide a community for cattle vets in the UK to belong and share ideas and knowledge

Values *The guidelines we use to make our decisions and carry out our function*

Leadership	We anticipate change; we listen to and represent views of our members; we look for long term opportunities and we aim to take critical decisions quickly
Animal wellbeing	The interests of cattle health and welfare remain foremost in our minds
Good governance	The interests of cattle health and welfare remain foremost in our minds
Science	The interests of cattle health and welfare remain foremost in our minds
Communication	The interests of cattle health and welfare remain foremost in our minds
Fun	BCVA is a community. It should be fun too!

Rules of engagement BCVA - how we make decisions:

To be considered for:

- Collaborative ventures
- CPD proposals
- Research Proposals
- Survey requests
- Logo use
- Approval by a quorum
 - Officer Team, Secretary, Treasurer and BVA Rep
 - Consideration and recommendation/decision to be advised to board
 - Documented/Minuted/Archived

Any and all authorisation - Requires **ALL OF OBJECTIVE A**

To authorise / approve 'active' engagement or partnership – Requires ALL OF OBJECTIVE A

- Plus ALL OBJECTIVE B
- Plus FULL CONSIDERATION and RECOMMENDATION BASED UPON ALL OBJECTIVE C

Guiding principles:

Objectives A

1. To be of direct relevance and benefit to membership
2. To be of direct relevance and benefit to cattle sector
3. To be available to any/all
4. No exclusivity arrangements

Objectives B:

5. To have a defined 'costed' contribution or input not nominal
6. To be at least financially cost-neutral
7. Optimally to be cost-beneficial to BCVA

Objectives C:

8. To be mindful of reputational risk – Yes/No
9. To be mindful of perceived bias within membership – Yes/No
10. To be mindful of potential board member conflicts of interest – Yes/No

Guidelines for Review:

Requirement to meet objectives:

- To meet all of Objectives A
- To meet at least 2 of objectives B
- To require 2/3 of Objectives C to be No and to fully consider potential COI.
 - Record assessment of C to ensure can rebut any challenge.

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***BCVA representation
and education***

