

Richmond Group Physical Activity Programme Board

Lived Experience programme board member role description

Join our Physical Activity Programme Board and inform our physical activity programme – breaking down barriers and influencing the system to better enable people with long-term health conditions to be physically active in ways that work for them.

We're looking for people living with long-term conditions, who would like to play a crucial role in shaping and driving our strategy and how our programme is delivered.

About the Richmond Group of Charities

The Richmond Group of Charities is a **coalition of 15 national health and care charities**, working together to support people with multiple and long-term conditions. One of our strategic priorities is physical activity: we work in partnership with our charity members and Sport England to influence the policy and practice that supports people with long-term conditions to get and stay active in ways that work for them. We are particularly committed to supporting people who are less physically active, who have the most to benefit and are often more likely to be from less affluent areas, older people or from ethnic minority communities.

Funding for our **physical activity programme** is in the process of being confirmed by Sport England, taking us from 1st April 2025, up to the end of March 2028. The whole system influencing programme is grounded in and driven by lived experience voices and it is fundamental that lived-experience voices continue to be embedded within the programme, from strategy to delivery and to make the changes we all wish to see: making it easier for people living with long-term conditions to move more.

The Richmond Group of Charities are also behind the public-facing **We Are Undefeatable campaign**. This is an important element of our physical activity programme, working more directly on behaviour change and further supporting the shifts in narrative and culture around being physically active with a long-term health condition. This is achieved through positive role-modelling; sharing the experiences and stories of those living with long-term conditions.

The Richmond Group of Charities' physical activity programme is kindly hosted by one of our member charities, Age UK. As such, our staff team are based at Age UK and we work in accordance with Age UK policies and guidelines.

About The Programme Board

The Physical Activity **Programme Board** for the Richmond Group of Charities will meet quarterly to provide governance for the programme. They will oversee the overall strategy and delivery of the physical activity programme, which includes our two, core integrated workstreams: influencing national and local policy and professional practice and the We Are Undefeatable campaign.

The board will provide oversight of programme progress, the budget, risks and issues and provide a forum to recognise and escalate these. They will do this through working with expert (by experience and profession) advisors and charity members to make recommendations to the Richmond Group Leadership Group.

Members of the board will include:

1. Two members with lived experience of long-term conditions
2. Paul Farmer; CEO of AgeUK
3. Louisa Fyans; Chief Brand & Communications Officer of AgeUK
4. Caroline Russell; CEO of Parkinson's UK
5. Deborah Alsina; CEO of Versus Arthritis
6. Duleep Allirajah; CEO of The Richmond Group of Charities
7. The Chair of the Richmond Group will attend as and when required
8. A representative of our funder, Sport England, may attend as and when required
9. Members of the Richmond Group physical activity and campaign team will help facilitate the session or attend as and when required

Who are we looking for?

We wish to appoint two members of the board who have the lived experience of being physically active in a way that works for them, or who may struggle to be active, while living with one or multiple long-term health conditions. Our definition of 'being physically active' is not limited to structured exercise or sports, rather it emphasises movement in everyday life and being physically active in a way that works for you. We are particularly keen to involve people with lower levels of physical activity and movement, or who have changed the way they are active following a diagnosis. We also want to ensure that we get diverse views so strongly encourage people from all walks of life to apply.

In addition to having experience of living with a/several long-term health condition/s, the board members should:

- Have experience, or an interest in, being physically active while living with long-term conditions but ideally not at a high level.
- Have lived experience of, or an interest and awareness in, the diverse challenges and barriers faced by our audience. This might include (but is not limited to) living with chronic pain or fatigue, being in receipt of benefits, having caring responsibilities in addition to living with long-term conditions, managing the unpredictability of various symptoms,
- Be willing to share personal experience and knowledge in a confidential and respectful environment
- Be aligned with our belief that everyone should have equitable opportunity to be able to move more to support their health
- Feel comfortable to take part in discussions, share personal experience and provide constructive feedback for the benefit of the programme and its ability to support people with long-term conditions

Your Role

What will be involved?

You will be asked to:

- actively participate in quarterly programme board meetings, most likely in April, June, September and December
- draw on your lived experience to share feedback and answer specific questions being asked
- help give direction to strategic decisions such as on the legacy of the programme and the development of new products and areas of work
- read pre-meeting materials including agendas, programme reports, proposals etc.
- Potentially join ad hoc meetings or provide written feedback on documents in-between board meetings.

What are the responsibilities?

- Provide insight into the needs and challenges faced by those living with long-term conditions to move more in ways that work for them
- Be flexible with engagement outside of scheduled meetings where necessary, for example attend occasional additional meetings or review papers for decisions over email

- Help to identify opportunities to remove barriers for people to be more active with long-term conditions
- Scrutinise performance and direction of the programme through the eyes of those living with long-term conditions
- Review and escalate risks and feedback, with the board, to mitigate significant issues
- Provide advocacy of the programme and support the collaborative work of the Richmond Group Charities
- Follow relevant Richmond Group/Age UK guidance and policies including maintaining confidentiality when necessary.

What skills, knowledge and experience do I need?

Ability to:

- read documents provided in English sent by email
- either travel to attend meetings in central London or join meetings online
- articulate your thoughts and experiences clearly and concisely
- listen actively and appreciate other perspectives
- consider and represent the needs, ideas and views of a range of people and experiences – not just your own
- challenge sensitively, constructively, and respectfully
- understand complex and nuanced problems and think critically and strategically about how our work can most effectively address them

Time commitment

The time commitment will be about 4 hours per quarter (not including any travel time). This will involve a 2-hour meeting (online or in person in Central London) and between 1-2 hours of independent preparation or follow-up work. You may also be contacted by email between meetings with brief questions, document feedback requests or additional opportunities to share your perspectives, where decisions or input are required outside of the scheduled meetings timetable.

For consistency, we'd like people to commit to being on the Board for 18 months to begin with (6 meetings), with possibility of extension for the full 3-years (12 meetings).

What we offer

Being a member of this Programme Board is a unique opportunity to contribute to a coalition of charities in the UK working together to help people living with long-term, multiple or complex health needs to live well and thrive. You can stand up for other people with long-term conditions and help us to tackle a long-standing issue that affects millions of people in England.

- **Preparation** for all meetings; agendas and any pre-reading required will be sent out prior to all meetings. More accessible versions will be provided as necessary.
- **Pre-meets and debriefings** from the meetings on a 1-2-1 basis should you wish to have this.
- **Flexibility in meeting set-ups** (in person/online/hybrid) and support to ensure access to the meetings as they are set up.
- Any meeting **travel expenses** will be paid for or reimbursed.
- Connections with our partner charities for further **support** if you live with a health condition which they have expertise in.
- Further **opportunities to advocate** for people with long-term health conditions through sharing your own experiences through speaking at events or webinars, for example.
- Necessary **training and resources** to help support you in your role.

We are committed to having a Board which represents the people we work alongside in our programme. This includes our charity partners who work with and for communities of people with specific health conditions, and people who live with long-term health conditions themselves. We welcome all applications of interest and are especially interested in working with people who may be from under-represented communities and/or backgrounds: people who can draw on their personal knowledge and insights into recognising and overcoming barriers to being physically active and share their ideas and enthusiasm to drive meaningful change through helping to shape our physical activity programme work.

How to apply

[Fill in this form to express your interest in taking part.](#) Alternatively email emily.martinball@ageuk.org.uk or phone on +44 20 3033 0526 (during the hours of 9am – 5pm) and we would be more than happy to initially go through the form on the phone with you.

All data collected through this involvement process will be held on Age UK systems, protected in line with the charity's data protection policies.