ICBP Chair & Deputy Chair Role Profile and Person Specification

Background
The International Cancer Benchmarking Partnership (ICBP) is a global collaboration of clinicians, academics, researchers and policymakers seeking to understand how and why cancer outcomes vary between participating countries. Set up in 2009, the ICBP is the first of its kind, and there have been two phases of research. The current phase includes 21 jurisdictions in 7 countries (UK, Ireland, Norway, Denmark, Canada, New Zealand and Australia)¹ and covers 8 cancer sites: colon, rectal, oesophageal, stomach, pancreatic, liver, lung and ovarian. Our key findings from phase 1 and phase 2 research can be found here and impacts to date can be found here.

The ICBP’s vision is to establish itself as the leading international voice on understanding differences in international cancer outcomes (survival, mortality and incidence) and why these differences exist. Through conducting robust research, it provides the evidence to enable key opinion leaders and decision makers to implement strategies to improve cancer outcomes across all partner countries.

The current phase of the programme is nearing completion and its Chair, Dr Heather Bryant will be retiring from the role in September 2020. This is therefore a great opportunity for a new Chair and Deputy Chair (currently Professor David Currow) to lead us through phase III of the ICBP.

Responsibilities
The Chair has a strategic role to play in representing the ICBP vision and purpose of the partnership. They will support and guide the programme management team (based at Cancer Research UK), research leads and wider network of collaborators. The Chair will facilitate board meetings, ensuring that there is full participation, that all relevant matters are discussed and that effective decisions are made and carried out. The Deputy Chair supports the Chair and programme management team, deputising meetings and making decisions when the Chair is unavailable.

Specific tasks include:
- Shape the strategic priorities for phase III of the ICBP’s programme
- Support the programme management team in generating interest and investment from existing and potential new partners
- Provide strategic oversight for the partnership and its collaborators
- Help identify new opportunities to showcase the work of the ICBP
- Advocate for and represent the partnership at external meetings, conferences and events.
- Support in the dissemination of findings to influence change at senior levels
- Run quarterly board meetings and engage with ICBP partners
- Provide an impartial and evidence-based approach to decision-making
- Provide input and guidance to researchers and the programme management team
- Review programme briefings, meeting minutes, research protocols and manuscripts

¹ICBP Funders: Canadian Partnership Against Cancer; Cancer Council Victoria; Cancer Institute New South Wales; Cancer Research UK; Danish Cancer Society; National Cancer Registry Ireland; The Cancer Society of New Zealand; NHS England; Norwegian Cancer Society; Public Health Agency Northern Ireland, on behalf of the Northern Ireland Cancer Registry; The Scottish Government; Western Australia Department of Health; Wales Cancer Network.
• Successfully manage competing views and steer discussions to come to consensus agreements
• Liaise with the senior programme manager, as appropriate and to keep an overview of the programme’s progress

**Qualities and skills**
• Outstanding leadership skills and experience in chairing high level meetings
• Previous experience of working with multi-stakeholder groups and large international policy and research programmes
• Sound knowledge of global epidemiology and the international context of cancer control
• Well established network within the cancer field at an international level
• Outstanding communication and interpersonal skills
• Demonstrated ability to influence change at the most senior/executive levels
• Impartiality, fairness and the ability to respect confidences
• Ability to ensure decisions are taken and followed-up
• Tact and diplomacy

**Time Commitment**
Approximately 7 hours a month, subject to increase depending on actions from the quarterly board meetings. These are held 4 times a year (2hrs each), and there is a pre and post board call (1hr each).

**Governance structure**
The ICBP has multiple groups providing their expertise and guidance to our research and broader programme. Each study will be led by a Principle Investigator. Throughout the development of the study, an Academic reference Group will provide guidance on study design; John Butler is our Lead Clinician who is a key contact for Clinical Leads who provide clinical insight and interpretation of findings; and Local Leads provide the research teams with their jurisdictional data. Our Policy Comms Group support on disseminating ICBP findings to inform local policy and practice. The programme management team based at CRUK are the central point who manage these relationships and report to the Programme Board.
Selection Process
Candidates should submit expressions of interest, including how they meet the criteria outlined above, what they will bring to the role and their vision for the programme to: ICBP@cancer.org.uk by midnight (BST) Monday 20th July.
Please specify if you would like to be considered for the Chair or Deputy Chair position, or both. The programme management team will manage the process and obtain recommendations from its current board members, as well as independent review. Appointments will be made wlc 3rd August.