

Person specification

AHCS Registration Council members

15th May 2019

Review date: 15th May 2021

Doc Ref: #076

The role of the Registration Council

The Registration Council will lead the establishment of the Council and its governance and its role will be to:

- protect the public and promote public confidence in the healthcare science workforce it registers
- meet and maintain the Professional Standards Authority's standards for organisations holding an accredited voluntary register for health and social care occupations
- support and inform the Academy for Healthcare Science's position on statutory registration of healthcare scientists

Person specification for AHCS Registration Council members

There are core skills all Registration Council members will need. Members need to be able to:

- ensure public interest and safety, quality of care and patient experience are paramount at all times and are never dominated or unintentionally subverted by professional or other interests
- quickly develop a thorough understanding of the risks presented to the public by healthcare science voluntary registrants and of effective action to mitigate them
- quickly develop a clear understanding of the business, legal and financial aspects of the Registration Council's work and of the business, financial, legal and healthcare contexts in which it operates
- understand the difference between voluntary and statutory registration, current developments in registration and how these will impact on voluntary registration
- understand the boundaries between Registration Council members, the ACHS executive and the ACHS
- work collaboratively and constructively with others, contributing to discussions, challenging decisions, and raising concerns effectively
- think and act strategically and developmentally
- reflect on personal, board and organisational performance, and on how their behaviour affects those around them; and to support colleagues to do the same

- lead by example – always demonstrating integrity, honesty and respect for others and by valuing diversity and conducting themselves in a non-discriminatory manner
- commit the required time to the Registration Council and any appropriate internal or external functions
- act as an effective ambassador and influencer for the organisation.

In addition, the Registration Council will need members who have expertise in each of the following areas, and every member should be able to demonstrate they meet at least one of these criteria:

- significant experience of working as either a non-executive director or at board level in a public or third sector organisation
- significant experience of working for a regulator or having responsibility for meeting the requirements of a regulator within a regulated entity
- legal expertise
- financial or audit expertise
- significant clinical experience and expertise in healthcare science.

Application and selection process

Applicants should send a copy of their CV to carly.allen@ahcs.ac.uk

The Chair of the Registration Council and the Chief Executive of the Academy will agree a shortlist of candidates for interview. There will be two interviews, the first will be with Chair of the Registration Council (possibly by telephone) and the second will be with the Chair of the Academy and the Chief Executive of the Academy. Interviews will be held as soon as is mutually convenient.

Appointments will be for 9-12 months and renewable thereafter in line with the governance arrangements the Registration Council agrees.

Time Commitment

The Registration Council meets four times per year which you would be required to attend as part of this voluntary role. The members are expected to participate in reading the relevant Papers for the Council.

Attendance at an annual training event is also required, as well as approximately two teleconferences per year. There may be the requirement on occasion to Chair

Investigating/Appeals/Fitness to Practise Panel. Any travel expenses will be covered by the Academy.

Meeting Venues

The Registration Council meets in Birmingham or London.

For a conversation with the Registrar, and for any further information, please contact the Registration Council Administrator, Carly Allen, at carly.allen@ahcs.ac.uk.