

Chairperson of the Board of the Health and Social Care Professionals Council (CORU)

Closing Date: Midnight on 3 March 2016

**State Boards Division
Public Appointments Service
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stateboards.ie operates under the auspices of the Public Appointments Service and is committed to a policy of equal opportunity.

The Public Appointments Service (PAS), established under statute in 2004, provides an independent shared service in recruitment, assessment and selection to organisations across the Civil and Public Services. On 30 September 2014, the Government decided that the PAS should also be given responsibility for putting in place an open, accessible, rigorous and transparent system to support Ministers in making appointments to State Boards. Our dedicated website, www.stateboards.ie, is the channel through which the PAS advertises vacancies on State Boards. It is also the means through which accomplished, experienced and qualified people, including people who might not previously have been identified as available for appointment, can then apply to be considered for particular vacancies.

Membership of State Boards

High standards of corporate governance in all State Agencies, whether in the commercial or non-commercial sphere, are critical to ensuring a positive contribution to the State's overall social and economic development.

Members of State Boards are appointed to act on behalf of the citizen to oversee the running of the affairs of state bodies. State bodies must serve the interests of the taxpayer, pursue value for money in their endeavours (including managing risk appropriately), and act transparently as public entities. Members of State Boards, and the relevant management team, are accountable for the proper management of the organisation.

Board members should act on a fully informed basis, in good faith, with due diligence and care, and in the best interest of the State body, subject to the objectives set by Government. In that regard and in accordance with 13.2 of the Guidelines on Appointments to State Boards, "it is advisable that no member of a State Board should serve more than two full terms of appointment or should hold appointments to more than two State Boards."

The [Code of Practice for the Governance of State Bodies](#) provides a framework for the application of best practice in corporate governance by both commercial and non-commercial State bodies.

In order to be an effective contributor on a State Board it is recommended that members should:

- bring independent and objective scrutiny to the oversight of the organisation;
- be prepared to be challenging when necessary while being supportive to the delivery of organisational strategy and objectives;
- be equipped to offer considered advice on the basis of sound judgement and experience;
- be prepared to make a time commitment to their work commensurate with their role.

**Chairperson of the Board of the Health and Social Care Professionals Council
(CORU)**

Location: Dublin

Number of Vacancies: 1 (Chairperson)

Remuneration: €8,978 per annum. Travel and subsistence are payable at the appropriate Civil Service rate.
(It should be noted that in line with the 'One Person One Salary' principle, no public servant will be entitled to receive remuneration in the form of board fees, save for situations that are statutorily provided for).

Time Requirements: In total approximately 20 days - 10 full-day board meetings per annum. Attendance is also required for a number of other meetings including fitness to practice hearings which require approximately 10 days including preparatory work.

1. Background

The Health and Social Care Professionals Council is an independent regulator established to protect the public by promoting high standards of professional conduct and professional education, training and competence amongst registrants of the 14 designated health and social care professions. The Council, its disciplinary committees and the registration boards (known under the umbrella name CORU) were established under [the Health and Social Care Professionals Act 2005](#).

The 14 designated professions are:

Clinical Biochemist; Dietitian; Dispensing Optician; Medical Scientist; Occupational Therapist; Optometrist; Orthoptist; Physiotherapist; Podiatrist; Psychologist; Radiographer; Social Care Worker; Social Worker; and Speech and Language Therapist.

The Council's role is to establish the corporate requirements for the organisation; to oversee and co-ordinate the registration boards and to deal with complaints against registrants of the professions, through establishing and managing the Act's 'Fitness to Practise' provisions that are similar to those applying to medical practitioners and nurses.

The 2005 Act is being implemented on a phased basis as registration boards and their registers are being established. A total of nine registration boards for the professions of dietitian, occupational therapist, physiotherapist, radiographer, optometrist, dispensing optician, social worker, social care worker and speech and language therapist are currently operating. It is proposed to establish the boards for the remaining designated professions in 2016 and 2017.

2. Functions of the Council

The functions of the Health and Social Care Professionals Council include;

- overseeing and co-ordinating the activities of registration boards,
- receiving applications and making decisions concerning the refusal of registration boards to grant or restore registration,
- enforcing standards of practice for registrants of the designated professions, including the codes of professional conduct and ethics adopted by their registration boards,
- establishing committees of inquiry into complaints against registrants of the designated professions,
- making decisions and giving directions relating to the imposition of disciplinary sanctions on registrants of the designated professions,
- advising the Minister, either on its own initiative or at the Minister's request, on all matters relating to the Council's functions under this Act

The current composition of the Council is:

Name	Expiry Date	Basis of appointment
Bernard McCartan	20/03/2017	Nominated by the Minister for Education and Skills. Appointed by the Minister for Health
Declan Carey	04/08/2016	Elected by the Social Workers Registration Board. Appointed by the Minister for Health
Tom Jordan	25/03/2016	Chairperson Appointed by the Minister for Health
Inez Bailey	20/03/2017	Appointed by the Minister for Health with the consent of the Minister for Jobs, Enterprise and Innovation
David Irwin	20/03/2019	Appointed by the Minister for Health with consent from the Minister for Jobs, Enterprise and Innovation
Dermot Jewell	20/03/2017	Appointed by the Minister for Health with consent from the Minister for Jobs, Enterprise and Innovation
Joe Martin	20/03/2017	Appointed by the Minister for Health with consent from the Minister for Jobs, Enterprise and Innovation
Shane McCarthy	20/03/2019	Appointed by the Minister for Health with consent from the Minister for Jobs, Enterprise and Innovation
Stephen McMahon	20/03/2017	Appointed by the Minister for Health with consent from the Minister for Jobs, Enterprise and Innovation
Deirdre Madden	20/03/2017	Appointed by the Minister for Health
Jackie Reed	20/03/2017	Appointed by the Minister for Health
John O'Mullane	20/03/2017	Appointed by the Minister for Health
Maeve Murphy	20/03/2017	Appointed by the Minister for Health
Odhrán Allen	20/03/2017	Appointed by the Minister for Health
Peter Davison	10/02/2019	Appointed by the Minister for Health
Tony McAleer	20/03/2017	Appointed by the Minister for Health
Vivienne Starr	10/02/2018	Appointed by the Minister for Health
Caroline McIntosh	20/03/2019	Appointed by the Minister for Health
Emma Stokes	20/03/2017	Appointed by the Minister for Health
Halog Mellett	13/02/2017	Appointed by the Minister for Health

Name	Expiry Date	Basis of appointment
Marie Culliton	20/03/2019	Appointed by the Minister for Health
Michele Monahan	23/01/2016	Appointed by the Minister for Health
Mo Flynn	23/11/2019	Appointed by the Minister for Health

3. Person Specification

The Role of the Chairperson is to provide leadership to Council and the Executive; to guide and direct the governance process and to promote CORU's mission, vision and strategic objectives.

The Chairperson will lead the 29 member Council in delivering on the requirements of the Act and overseeing and co-ordinating the activities of the registration boards for all the professions. S/he will work in co-operation with the CEO, the executive team, the registration boards, government departments and other stakeholders to put in place the registration, regulation and disciplinary systems for the designated professions.

The ideal candidate will act as an ambassador for Council and will have extensive experience in executive management, leadership, governance and relationship building.

Candidates must:

- Have extensive professional leadership experience and have significant accomplishments in either the private, public or not for profit sector.
- Have previous experience of Board membership in an area which is relevant to the Council.
- Demonstrate proven experience of two or more of the following:
 - executive management,
 - corporate governance,
 - risk management,
 - change management
 - strategic planning

It is also desirable that candidates have:

- Sectoral knowledge/ experience
- Experience of regulation / operating in a regulatory environment
- Corporate Governance training / qualifications

It is expected that the ideal candidate will:

- Possess excellent interpersonal skills with proven ability to build key relationships, persuade and build consensus amongst diverse stakeholders.
- Show evidence of working effectively within the political environment with proven ability to influence and commitment to acting in the public interest.
- Excellent oral and written skills

4. Term of Appointment

Under the Act, appointments to the Council will be for an initial period of 3 – 6 years with an option to extend the term of engagement for a second term of 4 years, subject to:

- The membership of any member of the Council may be terminated by the Minister at any time, on the basis of reasons to be stated by the Minister.
- A member of the Council may resign his or her membership of the Council by notice in writing sent or given to the Minister, and the resignation shall take effect on the day on which the Minister receives the notice.
- Members of the Council shall, subject to the provisions of this Schedule, hold office upon such terms and conditions as the Minister may, with the consent of the Minister for Public Expenditure and Reform, from time to time determine.
- The roles and responsibilities of Board Members are described in the Code of Practice for the Governance of State Bodies 2009 which is available on the website of the Department of Finance ([Code of Practice for the Governance of State Bodies](#)).
- A Council member shall cease to be a member of the Council if he or she is nominated as a member of Seanad Éireann, is elected as a member of either House of the Oireachtas or as a representative in the European Parliament, elected to the European Parliament, or becomes a member of a local authority.
- In line with CORU policy appropriate induction and ongoing training is provided to Council and registration board members.

5. Submitting your Expression of Interest

Before submitting your expression of interest, please review the self-assessment questionnaire which can be found [here](#). This questionnaire is designed to help you in considering whether to submit an expression of interest - you are not required to submit the questionnaire as part of the application process.

Having considered the general suitability criteria for membership of a State Board, you should consider carefully how your background and experience fits with the specific appointment criteria set out in the Person Specification section in this booklet. Please give careful consideration to the possibility of any potential conflict of interest that may arise if appointed to this board.

Your submission should be made via the following link www.stateboards.ie together with your **Curriculum Vitae** and a **cover letter** (see Appendix 1 of this booklet for help with the online process).

IMPORTANT NOTE

Please take care when submitting your expression of interest. As the Assessment Panel will generally make its recommendation(s) based on consideration of the documentation which you submit, it is most important that you do the following:

1. *Ensure your Cover Letter (and supporting CV) clearly specifies how your particular background and experience meets the requirements of the Board position(s) specified in this booklet, and*
2. *That you fully answer any supplementary questions which are presented to you as part of our online application process.*

This will help ensure that the Assessment Panel is as informed as possible as to the basis for your candidature and why you believe you are a person who could potentially be appointed to this State Board.

If you have any questions regarding the application process please email info@stateboards.ie.

6. Assessment Process

An Assessment Panel (the "Panel") will be convened by PAS to consider and assess the expressions of interest received by PAS. The Panel will:

- review and discuss the expressions of interest received against the specific appointment criteria for the role, as advertised in this Information Booklet;
- assess potential candidates further once they meet the specified appointment criteria by undertaking any or all of the following steps:
 - Consideration of the written applications; and/or
 - Meeting/conference call; and/or
 - Referee checks; and/or
 - Any other selection or verification method deemed appropriate (this may include PAS requiring statutory declarations from shortlisted applicants as to the bona fides of the qualifications and experience contained in their applications).
- arrive at a shortlist of suitable candidates to be sent forward for consideration by the Minister.

7. Confidentiality

Subject to the provisions of the Freedom of Information Acts, 2014, applications will be treated in strict confidence. All enquires, applications and all aspects of the proceedings are treated as strictly confidential and are not disclosed to anyone, outside those directly involved in that aspect of the process.

Certain items of information, not specific to any individual, are extracted from computer records for general statistical purposes.

8. Data Protection Acts 1988 & 2003

For further information on Data Protection please follow the [link](#)

APPENDIX 1

Submitting your expression of interest

In order to submit your application, you should take the following steps:

1. Go to www.stateboards.ie.
2. On the bar at the top of the page click on "Available Appointments".
3. This brings you to a page with all our advertised vacancies. Select whichever position you would like to apply for (you are welcome to apply for more than one position if you wish).
4. On the relevant page please click on the "apply for position" button at the bottom of the page
5. This will bring you to a page on www.publicjobs.ie and, if you already have a publicjobs.ie account, will prompt you for your username and password. If you do not have an account you will be asked to create one.
6. Once you input your details you will be brought to a page where there is a prompt in the middle of the page which says "apply here". Click on the link to the online application form beside it.
7. A form will appear on your screen, some of the text boxes will be populated with information from your publicjobs.ie profile (Name, address etc.). You will need to complete the rest of the fields and enter your name and the date at the bottom of the form. Click on "continue".
8. You will then be brought to a screen where you should upload your CV and Cover Letter. These are required documents and your application cannot be processed without them. Once you have selected these and uploaded them, please click on the "submit" button at the bottom of the page.
9. You will receive an e-mail confirmation (to the address listed in your publicjobs.ie profile) to confirm that your application has been submitted.

You must confirm that you do not have any conflicts of interest or legal impediment which would be likely to interfere with your ability to play a full part on the Board. You must also confirm that you can make yourself available to attend meetings and to carry out the duties of a Board member.