

# Independent Chairperson

Scope of Practice and Education Oversight Committee

## Candidate Information Pack

January 2021



## SCoPEd

A framework for counselling and psychotherapy

## **Candidate Brief for the position of:**

### **Independent Chairperson – SCoPEd Oversight Committee (SOC)**

**This is a unique opportunity to Chair the committee of a ground-breaking project to set out the training requirements and practice standards for counselling and psychotherapy.**

### **Background**

The counselling and psychotherapy professions are not regulated by statute, they are instead held to account via the accredited registers scheme under the Professional Standards Authority (PSA). The PSA sets minimum standards for registration with the focus on public protection. There are several accredited registers in the field of counselling and psychotherapy and each Register has its own distinct standards of training and practice.

Not all counsellors and psychotherapy professionals are registered with the PSA and at present there are no uniform entry requirements or training requirements to enter the field. This causes confusion for the public, for clients and patients, for employers and commissioners about what training and experience to expect when considering using or employing a counsellor or psychotherapist. There is also confusion amongst those who are considering training in this field as there are disparate standards, with a wide range of courses available at differing academic levels geared to different client/patient groups and professional roles and sitting within different qualifications frameworks.

In 2016 the British Association for Counselling and Psychotherapy (BACP), British Psychoanalytic Council (BPC) and United Kingdom Council for Psychotherapy (UKCP) agreed in principle to take a proactive role in working to agree shared standards for counselling and psychotherapy with individual adults. The Scope of Practice and Education for the counselling and psychotherapy professions (SCoPEd) is a pioneering collaborative project which aims to set out the current training requirements, academic levels, competences, and scope of practice areas for practitioners at each stage of their professional journey.

A draft framework mapping existing standards and practice requirements was presented for consultation in January 2019. Following feedback and engagement with members and other stakeholders a second draft iteration was published in July 2020 incorporating member and stakeholder feedback.

In October 2020, following independently facilitated meetings with other PSA accredited registers for counsellors and psychotherapists (observed by the PSA) four PSA register holders – Association for Christian Counsellors (ACC), Association for Child Psychotherapists (ACP), Human Givens Institute (HGI) and National Counselling Society (NCS) – joined the project on the principles of equality and shared ownership.

To meet these principles, the expanded SCoPEd project group established a new SCoPEd Oversight Committee (SOC) to ensure governance of the SCoPEd project going forward. The SOC governance includes the PSA as an observer and the voice of service users through new roles for Experts by Experience.

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We hope that this ground-breaking work will help to clarify the professions for the public, trainers, employers, clients and patients and other stakeholders in this field.

### **Recruiting a Chairperson**

We are seeking an Independent Chair who can provide effective and dynamic leadership of the SOC ensuring that the partners focus on the aims and objectives of the project and, manage the work effectively to achieve a shared competence framework. The Independent Chair will share a passion for the vital work that the partners undertake for the profession and will work closely with the Chief Executives of the partners along with the Chair of the Technical Group. They will help the SOC navigate the challenges and opportunities of the project and build on the new collaboration.

We are looking for an exceptional individual with considerable experience in strategic leadership, change management and professional standards. This is a unique and exciting role offering the chance to make a real contribution to the future of counselling and psychotherapy professionals working with adults.

The Independent Chair will have relevant experience of, and success in, leading committees of this kind. A strategic thinker, with excellent relationship-building skills they will identify and encourage collaborative working, thinking about how the SOC can achieve the project aims and objectives for the benefit of members and the profession. The role requires a high degree of tact and negotiation skills along with flexibility and commitment. The counselling and psychotherapy profession are fully committed to equality, diversity, and inclusion, which the Independent Chair is also expected to champion.

This is a lay role and applicants are not expected to be a member of a counselling and psychotherapy body. We particularly welcome applications from individuals outside the counselling, psychotherapy, and wider mental health profession in order to support full independence and facilitate the strategic nature of the group's work.

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## Job description

<b>Location</b>	Homebased but will be required to attend face to face meetings once Covid regulations change (normally held in London)
<b>Time Commitment</b>	The Group will meet quarterly and be chaired by an independent chair. Meetings are scheduled in 2021 for Tuesday afternoons between 2pm and 4pm.
<b>Term of office</b>	Initial two-year term with an annual review. There is a potential for a possible extension dependent on progress, with a maximum term of three years.
<b>Remuneration</b>	£500 per meeting with any travel/subsistence paid in line with BACP's Expense Policy

## Overall purpose

To Chair the SCoPEd Oversight Committee (SOC) which holds responsibility for the governance and oversight of the SCoPEd project following the inclusion of new partners in October 2020.

It is a collaboration of senior representatives (typically CEO) from seven partner Professional Standards Authority (PSA) accredited professional membership bodies representing counselling and psychotherapy.

Partners of the Scope of Practice and Education (SCoPEd) project are: Association for Christian Counsellors (ACC), Association for Child Psychotherapists (ACP), British Association for Counselling and Psychotherapy (BACP), British Psychoanalytic Council (BPC), Human Givens Institute (HGI), National Counselling Society (NCS) and UK Council for Psychotherapy (UKCP).

Members of the SOC have agreed to work together to achieve the project aims of agreeing, adopting and taking future responsibility and ownership of a shared framework of standards and practice for the counselling and psychotherapy professions.

## Responsibilities

The SOC responsibilities include:

- Advising and directing the work of the SCoPEd Technical Group (Tech Group) to achieve the aims of the project
- Reporting, consulting and disseminating the ongoing review of project outcomes
- Making decisions about the inclusion of other partners
- Agreeing any strategic decisions

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- Advising on the development of joint and professional body specific communications, using the agreed communications protocol
- Agreeing costs associated with specific work/areas recommended by the Tech Group and the percentage contribution from each partner i.e. design, research according to an agreed formula
- Authorisation to proceed to key events/work
- Sign off of key documents
- Ensuring the framework remains up-to-date and fit-for-purpose
- Agreeing any new areas of future collaborative work on shared standards

Whilst it is hoped that consensus will be achieved in any decision making in the other SCoPEd project groups (the SCoPEd Tech Group and the Expert Reference Group), the SOC will take ultimate responsibility and may need to discuss how to make decisions should consensus not be achieved.

### **The role of the independent Chair**

- To prepare for and Chair the SOC meetings in a professional and effective manner
- To keep the focus on the objectives of the SCoPEd project
- To ensure that the SOC meetings are conducted according to the principles of equal participation allowing each member to have a voice
- To facilitate the process of achieving consensus where decisions need to be made
- To facilitate issue resolution and decision-making processes, as necessary, between meetings

### **Duties at meetings**

1. To agree the agenda by working with the SCoPEd project lead who is responsible for collecting agenda items from all participants
2. To attend quarterly meetings either remotely or face-to-face as circumstances allow
3. To call the meeting to order
4. To run the meeting according to the agenda
5. To ensure the meeting principles are adhered to:
  - We will be constructive – our aim will be to share ideas, address concerns, and work towards consensus on key issues.
  - We agree all participants are equal in the meeting – no one voice has greater weight than others.
  - We will listen to each other and be respectful of others' views.
6. To facilitate discussion in relation to each agenda item
7. To summarise key issues from the discussions with a view to:
  - identifying areas of agreement
  - facilitating a process of reaching consensus where there are areas of difference facilitating exploration of alternative strategies where consensus cannot be reached

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8. To invite observations from the PSA representative as required
9. To ensure any actions are captured in the notes, clearly allocated to SOC members with deadlines and followed up
10. To close the meeting
11. To approve the notes of meetings as being a fair representation of proceedings
12. To promote consistent participation and timely connection to all meetings and to address non-productivity within the committee
13. To work with members of the committee and project team to ensure committee work is carried out between meetings (potential for an equivalent of one to two days' work per quarter required between meetings)
14. To ensure all committee members are fully oriented on the committee objectives, deliverables and roles/responsibilities
15. To work toward building a sense of trust, productivity, and camaraderie within the committee
16. To assign tasks at meetings among committee members, as necessary.
17. To uphold the ethical standards of the Nolan Principles in all aspects of work
18. At the end of their term, to be available to help the incoming Committee Chair take on the role

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## Person Specification

### Essential

- Experience of operating at a senior strategic leadership level within an organisation or as a Board member
- Considerable experience in change management and problem solving
- Experience in professional standards and an understanding of the workings of professional organisations
- Experience of organisational and people management, ideally working across organisations
- Excellent communication, interpersonal and relationship building skills and experience in working collaboratively and building consensus
- Understanding of the roles/responsibilities of committee members
- Tact, diplomacy and excellent facilitation skills, with the ability to manage conflict and difficult dynamics
- Commitment to equality, diversity, and inclusion
- Commitment to the aims of the SOC and a focus on the bigger picture
- Impartiality, fairness and the ability to respect confidentiality

### Desirable

- Significant experience of chairing meetings
- A leader who has worked effectively in the private, charity or public sector
- Successful track record of achievement through their career
- Experience of external representation and managing stakeholders

### How to apply?

Application is by CV and a covering letter which should indicate why you are interested in applying for the Chair role and how you meet the role requirements. Eastside Primetimers are supporting us in recruiting to this role and applications should be sent to Bernice Rook, [bernice@ep-uk.org](mailto:bernice@ep-uk.org). If you would like to discuss the role in more detail, please email Paul Venning [p.venning@ep-uk.org](mailto:p.venning@ep-uk.org) to arrange a convenient time.

The closing date for applications is Monday 22<sup>nd</sup> Feb with shortlisting telephone or online interviews taking place that week and the week after. Interviews with the SOC will take place either week commencing the 15<sup>th</sup> March or 22<sup>nd</sup> March.

The SCoPEd project is fully committed to equality of opportunity and diversity to ensure that we reflect the full breadth of the people we aim to support. We warmly welcome applications from all suitably qualified candidates.

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