



Annual Representative Conference (ARC) Agenda Committee

Person Specification

The Annual Representative Conference (ARC) Agenda Committee determines the business of ARC, in line with ARC's purpose as an advisory body of the CSP Council which:

- debates and discusses matters of importance to the CSP membership;
- informs CSP strategy and policy through debate and discussion;
- informs and advises the development and progress of CSP work plans; and
- promotes engagement and sharing knowledge and views across the CSP

The Committee will consider submitted motions and oversee the management of motions.

The Committee will include a range of formats and approaches in the ARC agenda to encourage debate on key strategic and topical issues, to facilitate good engagement between ARC representatives and the CSP Council.

The Committee consists of 11 members, the Chair and Vice-Chair of Council, five CSP members representing particular groups and four members appointed by Council.

A strong performing committee must have a good mix of knowledge, experience and backgrounds to reflect the diversity of the physiotherapy profession and the CSP's membership. All CSP members, including students and associates, can apply to join the committee.

The Council is looking for four members to appoint to the committee. Candidates are asked to explain how they meet the following essential skills and experience in their application. Candidates can use work, placement, university or other examples to demonstrate their commitment and skills.

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| 1. | A commitment to the CSP as a trade union and professional body |
| | Engaging with issues affecting the physiotherapy profession and working for the benefit of all members. |
| 2. | Leadership |
| | Being able to take difficult decisions, balancing priorities or competing demands including financial and political consequences and explaining them to others. Being proactive and taking the initiative, being creative and innovative. |
| 3. | A strong team worker |
| | Working with others successfully by building trust, through personal credibility and a collaborative style of working. |
| 4. | Strategic thinker |
| | Able to see the bigger picture, picking up and working with complex information and concepts quickly. Working with integrity, resilience and energy |
| 5. | Clear and effective communicator |
| | Able to contribute effectively to committee discussions and decisions, challenging positively and respectfully and able to stand up and explain decisions to members and stakeholders. |
| 6. | Corporate responsibility |
| | Able to be accountable and take corporate responsibility for decisions made by the committee. |

It would be useful, but not essential, if candidates could also explain how they meet the following skills and experience:

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| 1. | Committee working |
| | Having experience of working as part of a formal committee. |
| 2. | Member engagement and events |
| | Knowledge and experience of, and interest in engaging with other people, using different formats and events to develop conversations, ideas and work. |



Time commitment

Committee members are expected to attend up to four committee meetings per year, as well as ARC itself. Committee meetings usually take place at the CSP office in London.

Committee members usually serve a term of 4 years, ending at the fourth ARC they are in post.

Support

Development

Committee members will receive an induction programme which will aim to get them up to speed with the work of the CSP and develop their skills.

Expenses

The CSP has online resources so committee members can book train and plane tickets without incurring any personal costs. Travel is standard class. The CSP will also pay for any reasonable out-of-pocket incidental expenses to committee members for costs incurred as part of their role.

Self-employed committee members can claim for loss of earnings. The loss of earnings policy is available on the CSP website.