

Chair, Professional Standards Group

1. Introduction

The Professional Standards Group comprises people who may be called to be on a panel making decisions or recommendations on professional standards matters.

2. Tenure and Method of Appointment

The Board may at their discretion either approach potential suitable candidates for the role of Chair directly or issue an expression of interest to the membership.

The Chair is appointed by the Board for 3 years, and, at the discretion of the Board, may be reappointed for two further terms of 3 years.

The Chair reports to the Board.

3. Eligibility

The Chair of the Professional Standards Group must be:

- a) a RACMA Fellow
- b) in good standing with the College

The Chair of the Professional Standards Group is expected to demonstrate the skills and experience outlined in the Professional Standards Group member role expectation, particularly:

- a) Legal knowledge: procedural fairness, natural justice, principles
- b) Regulatory experience: desired previous involvement with professional standards related work, panel or tribunal processes
- c) Training in mediation or conflict resolution: experience or certification in mediation or dispute resolution.

4. Role responsibilities

The Chair of the Professional Standards Group is responsible for the following:

- a) Oversee the recruitment and lead the selection of members of the Professional Standards Group, with administrative support from the College office
- b) Organise training for members of the Professional Standards Group, with administrative support from the College office
- c) Review all matters referred to them to determine whether there is a prima facie case to answer
- d) Step in for either the Chief Executive or the Chair of the Board should either of those be conflicted in the handling of a matter or complaint under the Complaint Policy and Procedure.

- e) Convene panels of the Professional Standards Group as required
- f) Support members of the Professional Standards Group in discharging their role
- g) Make recommendations to the Governance Committee on professional standards policies and procedures.

5. Conduct

The Chair of the Professional Standards Group is expected to:

- a) uphold the highest professional standards and act at all times ethically, responsibly and in the best interests of RACMA
- b) maintain confidentiality
- c) adhere to the RACMA Code of Conduct – Members.
- d) remain in good standing with the College.
- e) obtain and maintain an understanding of RACMA’s professional standards: familiarity with the relevant professional standards policies and procedures, and any other relevant rules and regulations of RACMA.
- f) commit to ongoing training and professional development in relevant areas.

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