

## CSP Professional Awards Panel Person Specification Lay Member

### What qualities and personal attributes does a member of the Professional Awards Panel need?

The Professional Awards Panel evaluates and considers nominations against the agreed criteria for the CSP awards of Honorary Fellowship, Fellowship and Distinguished Service Award. It recommends to Council those nominations which meet the eligibility criteria and are considered to be worthy of the awards.

The CSP is a member-led professional body and trade union, directed by members for members. The CSP's professional awards recognise the contribution of physiotherapists and others and their impact on the physiotherapy profession. A strong Professional Awards Panel must have a mix of knowledge, experience and backgrounds to make the right decisions and have a positive impact.

Candidates are asked to explain why they are the right person for this role and how they meet this person specification in their application form.

<b>1.</b>	<b>Diverse and current knowledge of the physiotherapy profession</b>
	A general interest in the physiotherapy profession would be beneficial to enable you to review award nominations effectively.
<b>2.</b>	<b>Strong critical appraisal skills</b>
	You will be able to critically appraise written nominations or applications and judge the degree to which the submission meets the criteria.
<b>3.</b>	<b>Clear and concise verbal and written communication skills</b>
	You will be able to provide clear evidence of your rationale for the scores you give to nominations, and to explain and defend your decisions.
<b>4.</b>	<b>Awareness of the health and care systems in the UK and of the terminology frequently used</b>
	A basic knowledge of the health and care system in the UK and familiarity with health and care terminology would be beneficial.

<b>5.</b>	<b>Previous experience of assessing evidence provided against agreed criteria.</b>
	You will be able to use your experience of assessing an individual against agreed criteria, and to review and score CSP award nominations, and to contribute to developing processes.

### **Details of your commitment**

- The term of office for panel members is four years.
- Panel members are eligible to be appointed for a second term of four years.
- The Panel will hold up to three meetings per year by videoconference. In exceptional circumstances a panel meeting may take place in person. Travelling and subsistence expenses would be reimbursed.
- Panel members will review approximately 15 applications per year by email, alongside meetings.
- Panel members will need to be able to assess applications to set deadlines. The volume of the workload is typically expected to be higher during the Summer months.
- Preparation for meetings is expected, i.e. reading and assessing awards nominations and reports.