



Recruitment for professional standards committee

Dear Candidate

CIH professional standards committee vacancies

This is an exciting time to join us, when professionalism and professional standards are in the spotlight like never before. As we move forward, the professional standards committee (PSC) is looking to support the development of CIH's professional pathway, to continue promoting the value of working towards the CIH code of conduct and overseeing and monitoring our continuing professional development (CPD) offer. It is a unique opportunity to play a key role in influencing and driving change and making a difference to the housing sector.

The PSC meets virtually three times per year; in addition to virtually meeting for ad hoc working groups as required and partaking in different in person events to promote the professionalism work.

The PSC has the following functions:

- Oversee the [CIH code of conduct and CIH code of ethics](#)
- Oversee, review and decide upon actions around complaints raised against CIH members for breaches of the CIH code of conduct
- Oversee [Continuing Professional Development \(CPD\)](#) on behalf of CIH
- Support the ongoing development of the work CIH is doing on professionalism including the [CIH professional standards framework](#) and the journey towards professional recognition

In return, you will gain insight from other experts, extend your professional network, enhance your own CPD, support CIH goals to professionalise the sector and play a key part in ensuring CIH remains a modern and progressive professional body.

You can find out more about the application process and the skills and experience we are looking for in this information pack.

If you would like to discuss the role and what it involves, please contact us at professional.standards@cih.org.

We look forward to hearing from you.

The CIH professional standards team



Introducing CIH's professional standards committee

The professional standards committee (PSC) is a delegated board within CIH's governance structure. This group has been meeting since 2016 and is made up of up to ten members from across the four nations of the UK. Members serve for a time-limited period up to a maximum of six years.

The committee usually meets virtually up to three times a year on MS Teams, and occasionally in person at CIH's offices in Coventry.

The PSC also provides strategic advice and other relevant feedback to CIH's governing board where necessary and may be tasked to work on specific initiatives as requested by governing board.

Find out more about the committee and its current members [here](#).

Role description

- Consider complaints against members about breaches of the code of conduct
- Support CIH's development of professional standards and professional recognition
- Support the development of CIH's CPD offer
- Support the chair and vice-chair of PSC and contribute effectively to the committee's terms of reference and its performance generally
- Actively take part in PSC meetings remotely and in person when required
- Consider all matters in a non-prejudicial manner and declare any financial interests, potential sources of conflict or perceived duality of interest
- Help develop links throughout CIH, including with regional boards and communities of interest
- Make a positive contribution to the promotion and implementation of CIH's EDI policy.
- Be an ambassador for CIH, leading by example
- Actively promote and support good governance at CIH
- Actively promote professionalism in the sector.

Committee member commitments

Remuneration: The role of committee members is not accompanied by any financial remuneration, although expenses for travel if there are in person meetings can be claimed.

Time commitment: The committee has a minimum of three meetings a year with a time commitment of approximately 15 days per year (including meeting attendance). The anticipated time commitment also includes preparation for all meetings, the reading of committee papers, and participation in CPD monitoring, complaints processes, working groups, webinars and events.



Person specification - skills, qualities and experience

You will:

- Be a member of CIH or willing to become a member
- Be committed to professionalism and have a full knowledge of the CIH professional standards framework
- Have experience with/a good understanding of CPD, CPD compliance and monitoring, logging and modelling CPD following guidance
- Have experience/ a good understanding of dealing with codes of conduct and complaints processes for breaches of the code
- Be an experienced, proactive and dynamic individual
- Be committed to the principles of equality, diversity and inclusion (EDI)
- Have an appreciation of the role and purpose of a professional body
- Have a good understanding of up-to-date public policy and the context within which different parts of the housing sector operates
- Be able to constructively challenge where change is needed and offer recommendations for improvement
- Have the relevant and/or transferable experience in the private, public or not-for profit sectors as per the person specification
- Be able to quickly absorb and understand detailed information
- Have negotiation and influencing skills
- Actively take part in PSC meetings and PSC work, attending and contributing to all meetings, and leading sessions for events/webinars
- Consider all matters in a non-prejudicial manner and declare any financial interests, potential sources of conflict or perceived duality of interest
- Help develop links throughout CIH, including with regional boards and communities of interest
- Be an active ambassador for CIH
- Actively promote and support good governance at CIH.

Equality, diversity and inclusion

CIH is fully committed to eliminating discrimination and promoting equity, diversity and inclusion.

Applicants will be expected to be willing and able to make a positive contribution to the promotion and implementation of [CIH's equality, diversity and inclusion policy](#).

Applicants are welcomed from a wide range of backgrounds and experiences and will be expected to demonstrate the ability and willingness to drive positive change, confident in operating at a senior level within an organisational setting and have a network of contacts and experience of influencing within and outside of an organisation.

How to apply

Please send the following to professional.standards@cih.org

- A cover letter which outlines why you are interested in joining CIH's professional standards committee, the skills, qualities and experience you can bring, why are you interested in joining the professional standards committee and how you meet the person specification elements set out above
- Your CV, including your preferred contact details
- A completed monitoring information form

The interview dates will be confirmed after the closing date for applications. If you have any queries about this process or the role, or would like an informal conversation, please contact professional.standards@cih.org.