

RECRUITMENT PACK

# RESEARCH COMMITTEE MEMBER

**British Association for  
Counselling and Psychotherapy**

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*Natalie Bailey, BACP Chair*

## Welcome

Thank you for your interest in this role

### BACP (British Association for Counselling and Psychotherapy)

With a growing 60,000 strong membership, the work of BACP has arguably never been more important as we collectively emerge from the Covid-19 pandemic.

Operating with substantial scope and conviction in the pursuit of “counselling changes lives”, we are proud of the momentum with which we have continued to operate during the past two years, helping our members to transition to completely new ways of working in support of the nation’s mental health. We have continued to campaign tirelessly on our members’ behalf throughout the pandemic, actioning societal shifts in attitude towards the important profession we serve, and we have continued our


important work in standards and public protection to maximise accountability and confidence in counselling and psychotherapy.

In addition to our core business, we have also progressed with the continued development of our own organisation, professionalising aspects of our business to ensure that we are fit for purpose for the opportunities and challenges that lie ahead.

We are seeking to recruit for our current Committees: Finance, Risk, Audit, Policy and Performance (FRAPP); Governance, Remuneration and Nominations (GRaN); Public Protection Committee (PPC) and our Research Committee. We will be looking to recruit individuals with a strong interest and competency in these areas, who will have a strong appreciation and empathy for the importance of mental wellness, mental health provision, and will be capable of driving BACP governance as we go about developing and implementing BACP’s new strategy.

You will bring an extensive range of experience to the Committee to which you wish to apply, and a clear sense of dedication to improving the working environment of our membership.

If this sounds like a challenge for you, we look forward to hearing from you.



Natalie Bailey  
Chair of the Board of Governors

## BACP Research Committee Member

### Work with BACP

As a member of our Research Committee, you'll develop and monitor our research strategy.

We're looking for experienced individuals to help develop our established Research Committee and assist in discussing, developing and overseeing our research procedures, policies and plans.

We are a member of the Association of Medical Research Charities and follow their high standards and recommended principles of peer review: Accountability, Balance, Independence, Rotation of Reviewers and Impartiality.

We're looking for researchers in counselling and psychotherapy, research governance and related disciplines, with a range of experience including senior research and teaching staff, early career researchers and PhD candidates.

You should have expertise in planning and undertaking research projects with experience of qualitative, quantitative and mixed method research design.

## Role profile

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### Research Committee Member Role Description

The Research Committee (Committee) holds delegated responsibility for developing, informing and monitoring the research strategy of BACP; overseeing BACP's research procedures, policies and plans - and their quality assurance; approving and reviewing research projects (subject to budget provision) and the provision of advice and practical solutions on research projects. The Chair of the Committee is looking to recruit members to join the Committee and they will be expected to comply with the prevailing Terms of Reference and will have a single equal vote.

#### **Responsible to:**

The Chair of Research and to the Board of Governors.

#### **Term of office:**

Appointments are for a period of up to three years, which may be extended for a further three years.

#### **Commitment:**

The Committee meets up to four times per year, normally prior to a Board meeting. Meetings are held online for a minimum of 2 hours with the possibility of a face-to-face meeting once a year; and otherwise as requested. In addition, Committee members are expected to commit a minimum of 20 days per year to include (but not limited to) reading reports, contributing to discussions and approving reports outside of the meeting cycle and other standard committee work.

#### **Remuneration:**

There is no remuneration attached to this role, however, reimbursement of reasonable expenses incurred in carrying out the role of Committee member will be reimbursed in line with BACP's Business Expenses Policy. Research Committee Members will be offered free online access to the Annual Research Conference. Any other remuneration is subject to Charity Commission guidelines and the approval of the Board of Governors.

#### **Carrying out the role**

The Committee member is expected to:

- Attend Committee meetings fully prepared to participate; to ensure key decisions are reached, having read up on information sent out.
- Participate in the Committee's performance review, and to work with BACP staff to develop the skills set of the Committee.
- Attend BACP events to promote and support the work of the Committee, including the Annual General Meeting and answer any questions members may have on the Committee's activities.
- Maintain absolute confidentiality of sensitive/confidential information received whilst a committee member.

- Always act in the best interests of BACP to support its charitable aims and achieve its strategic objectives.
- Observe the code of conduct, policies and procedures as they relate to volunteers.
- Participate in ongoing training and development.
- Uphold the Nolan Principles of Public Life and the seven principles which constitute the Charity Governance Code:
  - Organisational Purpose
  - Leadership
  - Integrity
  - Decision making, risk and control
  - Board Effectiveness
  - Diversity
  - Openness and Accountability.

## Person specification

The Research Committee member will have skills complementary to the following:

- A current BACP member\* or non - member; with experience in research governance.
- Passionate about the value of research and the benefits of a research ethos (particularly in a membership organisation setting).
- Ability to demonstrate good strategic research leadership.
- An interest in and/or experience of research relevant to BACP's strategic aims, research priorities and workstreams including: client-focused research; equality, diversity and inclusion; PPI/involvement of experts by experience in research; use of routine outcomes measures; counselling and psychotherapy in health settings, educational settings, the third sector and workplace settings.
- Experience in EDI research; developing and assessing research grant funding; PPI/involvement of experts by experience in research; developing and facilitating collaborative research groups or working.
- A willingness to devote time and effort.
- Good, independent judgement.
- An ability to think creatively.
- An understanding of the responsibilities of their position.

Knowledge and experience of the voluntary sector is advantageous but not essential.

*\*members currently the subject of investigation or sanction through the professional conduct process are ineligible and cannot apply.*

## How to Apply.

Please send a copy of your CV and a supporting statement of no more than 1,000 words on why you would make an ideal Board Delegated Committee Member to [governance@bacp.co.uk](mailto:governance@bacp.co.uk)

**The deadline for applications is 10/06/2022 with interviews from 13/06/2022. We may contact shortlisted candidates before the closing date.**