

Panel Chair Role Specification

Role summary

As a Panel Chair you are responsible for proactively managing and leading hearing proceedings. You are accountable for concluding hearings fairly and effectively and for producing a well-reasoned decision, which you may be required to draft.

Members of practice committees (Panel Members) are independent decision makers. You will be required to attend hearings and meetings of our practice committees across the United Kingdom and will carry out the functions of a Panel member in accordance with the provisions set out in relevant legislation.

You will listen to and consider the evidence of people attending our hearings and in collaboration with the wider Panel will make independent decisions on cases of alleged impaired fitness to practise of our registrants. In addition, you will also be asked to make risk assessments on the suitability of a registrant to continue to practise without restriction pending the conclusion of their case.

You'll be playing a vital role in ensuring that the NMC can meet its equality, diversity and inclusion ambitions, with a particular focus on ensuring the decisions made are fair, evidence-based and free from bias.

Person specification

As well as having the required competencies and skills, you will display our values and behaviours of being **Fair, Kind, Ambitious and Collaborative**. You will role model positive behaviours, setting the tone for our hearings and creating an inclusive environment. You will be meeting and supporting people who are often at their most vulnerable and will need to balance their needs with the need to conclude the hearing within the time available. You should be able to demonstrate our values and how you meet the competencies and behaviours below.

You're fair	You're kind	You're ambitious	You're collaborative
Both in and outside a hearing you treat everyone fairly.	You act with kindness and in a way that values people, their insights, situations and experiences.	You take pride in your role, always exhibiting a strong sense of public responsibility. You're open to new ways of working and always aim to do your best for the professionals on our register, the public we serve and the people you work with.	You value your professional relationships (both within and outside of the NMC) and recognise that we're all at our best when we work well with others.

Eligibility

- Please review the full eligibility and disqualification criteria before applying.

Competencies and behaviours

Leadership and management:

You will:

- Facilitate the case proactively and effectively, ensuring timely and efficient conclusion of NMC hearings.
- Lead on ensuring the Panel produces a well-reasoned written determination that reflects NMC guidance and can be understood by a member of the public as a standalone document.
- Confidently manage difficult situations respectfully and factually demonstrating assertiveness whilst showing empathy for those involved in our processes.

Professionalism and integrity

You will:

- Appropriately handle data and sensitive information in strict confidence.
- Reflect on your performance and the Panels performance, and provide and take on board constructive feedback to drive improvements.

Collaboration

You will:

- Have strong influencing and negotiation skills and experience in handling difficult conversations.
- Collaborate effectively with other Panellists to reach consensus in line with NMC objectives.

Communication

You will:

- Listen actively and express yourself clearly and succinctly in simple language that can be understood by all hearing participants.
- Tailor your communication style according to the needs of those around you, considering cultural differences and requirements to ensure inclusivity.

High quality decision making

You will:

- Assimilate and analyse complex evidence and information in a fair and balanced way whilst being able to express yourself clearly and succinctly.
- Have sound judgment, coupled with the mental resilience to participate in making difficult evidence-based decisions that have major implications on the lives of others.
- Make decisions referring to the relevant NMC policies and guidance and complete hearings within the allocated time.

Equality, diversity and inclusion

You will:

- Demonstrate a fair and balanced view based on the information presented and be aware of and able to set aside your own bias and prejudices.
- Proactively demonstrate a commitment to equality of opportunity and fostering good relations between people who share a protected characteristic and those who do not.
- Be confident in speaking up to challenge any discrimination, harassment and victimisation.

Commitment to the role

The NMC's number one priority is the reduction of our Fitness to Practise caseload. To achieve this, you will need to be available for a minimum of 15 days per year, noting that depending on availability and hearing capacity we may be able to offer considerably more e.g. 50 days per year.

You will need to be available for both hearings in person and virtual hearings via MS Teams.