



UK Council for Psychotherapy

Ethics Lead

Information Pack



Letter from Dr Syed Azmatullah, UKCP Chair, May 2022

Dear Applicant,

Thank you for your interest in the role of Ethics Lead at the UK Council for Psychotherapy. This is a particularly exciting time to join us given the unprecedented public interest in mental health globally. We're looking for an exceptional individual who can bring proven professional credentials as well as the energy and creativity necessary to lead on our ethics work.

Alongside professional support for our members, both individual and organisational, we're the leading research, innovation, educational and regulatory body working to advance psychotherapies for the benefit of all. Our vision, inspired by the World Health Organisation, is to make emotional and mental wellness a human right. We are ambitious to grow our reach, influence, profile, income, and membership so that we can achieve this goal.

We have achieved a much higher public profile, nationally and internationally, thanks to foundations laid over the last few years. Our sector and profession face ever greater and more complex risks. This is an opportunity to ensure ethics is at the heart of our work – for our members, our staff and, crucially, for the public with whom we and our members interact professionally.

You will bring a track record of success and be aligned with our core values and mission to unlock potential through high quality therapies. I do hope our information pack inspires you to apply for this important key role within UKCP and I very much look forward to receiving your application.

Azmat
Chair of UKCP



About UKCP

The UK Council for Psychotherapy (UKCP) is the leading professional body for the education, training, accreditation and regulation of psychotherapists and psychotherapeutic counsellors. Our register of over 9,000 individual therapists and 70 organisations is accredited by the government's Professional Standards Authority.

As part of our commitment to work for public benefit, we strive to improve access to psychotherapy, to support and disseminate research, to improve standards and to respond effectively to complaints against therapists on our register.

Who we are

UKCP is a charity and is both a professional body and a regulator. As a professional body we are here to support people at every stage of their career in psychotherapy and psychotherapeutic counselling. Our regulation processes are backed by the Professional Standards Association and we have a strong centralised complaints system.

Our mission is to:

- engage with the public to raise awareness of high-quality psychotherapies, advocate their use and influence policy to improve access to services
- promote excellence by setting standards in ethics and training
- protect the public through robust regulation
- speak out against injustice
- represent the profession nationally and internationally

Our strategic objectives:

- *Improving access*
To make sure that high-quality psychotherapy and psychotherapeutic counselling in both private and public sectors is available to everyone, no matter who they are.
- *Engaging better*
To improve the way we engage with our individual and organisational members and provide services and benefits which are valued by all.
- *Maintain standards of excellence*
To protect the public by making sure everyone on our register meets our professional standards, at the same time making sure our register meets national accreditation requirements. To continue setting high standards in the way we govern and organise ourselves.
- *Collaborating for success*
To develop existing external collaborations and actively seek new ones to achieve a more powerful voice to promote psychotherapy and psychotherapeutic counselling.
- *Research*
To carry out appropriate research and use findings to promote psychotherapy and psychotherapeutic counselling and inform our members' training and development for the benefit of all.



Role Description

Title	Ethics lead (and chair of Ethics Committee)
Duration	1 year initially, potential to extend to three years
Reporting to	CEO and Board of Trustees
Direct Reports	None
Location	Remote or UKCP Office, 2 nd Floor, America House, 2 America Square, London, EC3N 2LU as needed

Main Purpose/aims of Role

To ensure ethics is at the heart of our work – for our members, our staff and, crucially, for the public with whom we and our members interact professionally.

To communicate effectively cross-organisationally with our colleges, our committees, our members, and our staff on ethical matters.

To review the structure, membership and operations of the Ethics Committee and chair its meetings going forward.

NB: The role holder will be an independent non-member, lay expert.

Main duties and responsibilities

- Build positive working relationships with a range of internal stakeholders including colleges, committees and staff to identify opportunities to promote ethical constructs.
- Review the operations of, and chair the ethics committee encouraging active debate on ethical matters and codes of behaviour and ‘non-clinical’ complaints framework.
- With the Executive, prepare an action plan, timeline and budget proposal.
- Co-ordinate the timely creation and dissemination of ethics statements, policies and supporting forms/acknowledgements as agreed with the Executive via task and finish groups.

- Work with our communications and events teams on projects to promote ethical practices internally as well as externally.
- Ensure there is ethical consistency with our UKCP's Values and Behaviours as well as our Code.
- Monitor developments in related work in our sister organisations.
- Benchmark ethical standards against similar organisations and professions.
- Scrutinize guidelines prepared by our legal experts.
- Coordinate the periodic review of the Code of Ethics and Professional Practice.
- Attendance at the Quality Assurance Committee.
- Attendance at the Professional Conduct Committee (PCC).

This is not an exhaustive list and you are required to be flexible in your approach to carrying out your duties which may change from time to time to reflect changes in the UKCP's approach to a culture of continuous improvement.

Person Specification

Essential

- A strong understanding of ethical and regulatory frameworks.
- Proven success in leading teams and projects in similar environments.
- Ability to effectively chair meetings, encouraging input from a diverse range of backgrounds.
- Experience in working with Boards and/or committees.
- Sufficient time to fulfil the demands of the role.
- A collaborative and positive style of leadership.
- Excellent interpersonal and communication skills.
- No obvious conflicts of interest with pre-existing roles and involvements.
- A genuine passion for the philosophical and practical applications of ethics.
- Ability to comprehend, interpret, and apply the appropriate sections of applicable laws, guidelines, regulations, ordinances, and policies.
- Proficient with Microsoft Office suite.
- Demonstrable commitment to the vision, mission and values of UKCP, including to diversity, equality and inclusion.

Desirable

- Experience of managing complaints
- Experience in organisational change and development
- Experience of managing 'volunteer' workforce
- An understanding of psychotherapy, counselling and ethics relating to the profession
- Flexible working practices

UKCP Behaviours

The post-holder will adhere to the following behaviours, which are based on the fundamental values on how everyone at UKCP works together:

- Recognise each other's skills, experience and passion.
- Commit to engaging others positively and constructively.
- Accountable for the integrity of UKCP and the profession we represent.
- Take responsibility for our working culture.
- Lead by example.

Remuneration

£5,000k per annum + reasonable expenses.

Expected time commitment

Circa eight hours in first month for induction, thereafter minimum of four hours per week on average dependent on number of active projects

The recruitment process and how to apply

If you would like to apply for this role, please provide an up to date CV together with a supporting letter explaining why you are interested in this role and how you fit the job description and person specification. Email these to: Gabi Wisurova at HR@ukcp.org.uk

We will be assessing applications against the criteria in the person specification, so please make sure that you demonstrate your suitability in your CV and letter.

Timetable

Closing date is 9am 1 June 2022.

Provisional interview date: Monday 27 June 2022.