

08 January 2015

UKPHR wishes to appoint a Registrar

UKPHR invites applications for appointment to the post of Honorary Registrar following the retirement of the present Registrar. The post is unpaid except for reimbursement of expenses and support for continuing professional development.

Overall purpose of UKPHR

UKPHR is the regulator for multi-disciplinary public health. It is the regulatory body for individuals working in the public health workforce and is principally for public health specialists and practitioners.

Overall purpose of the role

The Registrar is accountable to the Board of UKPHR as Responsible Officer.

The post holder will be responsible for leading UKPHR's regulatory function supported by UKPHR's Board and paid staff. The Registrar is responsible for ensuring high quality professional public health practice by all UKPHR's registrants.

The Registrar also shares with the Board responsibility for UKPHR's financial and operational sustainability and its effectiveness commensurate with leading a regulatory body.

Duties include:

- Accountable to the Board for the integrity of the register
- Responsible for the quality assurance of the processes for the assessment, registration, fitness to practise, revalidation and restoration of individuals
- Chair of the Registration Approvals Committee
- Attend meetings of the Board
- Uphold the standards UKPHR sets for admitting individuals to the register, ensuring that registrants maintain those standards in order to remain on the register and applying those standards whenever a question arises as to whether registrants should be removed from the register; following UKPHR's achievement of accreditation of its voluntary register by the Professional Standards Authority (PSA), UKPHR has also accepted the standards for voluntary registers set by PSA
- Apply, monitor compliance with, evaluate and review UKPHR's Code of Conduct
- Remove from the register any individual for good cause, including unfitness, breach of CPD requirements or failure to pay registration fees.

Contact:

For an informal discussion about the post and/or to request an information/application pack please telephone 0121 296 4370 and ask for David Kidney or email register@ukphr.org

Applications must be received on or before 5pm on Friday 30 January 2015