**Application Process for IP / PCC Roles**

When candidates apply for any of the roles they will be asked to submit a CV and cover letter.

Within the cover letter they will be asked to cover the following.

 **PCC *Committee Chair***

In completing your cover letter:

* Provide a summary explaining why you are applying for this role and what you think makes you a suitable candidate, thinking about the impact you feel you could make.
* Provide an example of a time when you chaired tribunal or conduct committee proceedings or similar, reflecting on how you ensured proceedings were fair, efficient and effective with clear outcomes that are understood by all.
* Illustration of where you have assimilated large amounts of information into a written decision.

***PCC Architect Members***

In completing your cover letter:

* Provide a summary explaining why you are applying for this role and what you think makes you a suitable candidate, thinking about the impact you feel you could make.
* Provide an example when you have assimilated and critically analysed evidence to make a reasoned decision, thinking about your impact.
* Illustration of working with others to reach a solution where there was a range of differing opinions, thinking about your contribution and impact.

***PCC Lay Members***

In completing your cover letter:

* Provide a summary explaining why you are applying for this role and what you think makes you a suitable candidate, thinking about the impact you feel you could make.
* Provide an example when you have assimilated and critically analysed evidence to make a reasoned decision, thinking about your impact.
* Illustration of working with others to reach a solution where there was a range of differing opinions, thinking about your contribution and impact.

***IP Lay Members***

In completing your cover letter:

* Provide a summary explaining why you are applying for this role and what you think makes you a suitable candidate, thinking about the impact you feel you could make.
* Provide an example when you have assimilated and critically analysed and made a proportionate and evidenced based decision, thinking about your impact.
* Illustration of working with others to reach a solution where there was a range of differing opinions, thinking about your contribution and impact.

***IP Architect Members***

In completing your cover letter:

* Provide a summary explaining why you are applying for this role and what you think makes you a suitable candidate, thinking about the impact you feel you could make.
* Provide an example when you have assimilated and critically analysed and made a proportionate and evidenced based decision, thinking about your impact.
* Illustration of working with others to reach a solution where there was a range of differing opinions, thinking about your contribution and impact.