



Application Form 2: Applying for GOsC Professional Conduct Committee Roles

Page 1: Important information

Before starting this application please note:

Mobile device users

If you are completing this form using a mobile phone, you may find it useful to view the grid type questions in a list format instead. To do this click the link 'View as a separate question instead', which can be found above each of the grid type questions.

Competencies section

The competencies in the information pack will be assessed through completion of this application form.

The questions in this section have been set to a maximum of 2500 characters ≈ 300 words. If you exceed that character/word limit you will need to revisit that section, in order to move to the next page/finish the application.

Saving and recording the application form

Once you have completed the application you will be able to save an electronic copy of your responses to keep in your records or print a copy if you prefer.

You can pause at any time during the application, click on the 'finish later' button at the foot of the page you are on, and resume a little later by simply putting your email address in the box provided and pressing the 'send' button.

1. Which post are you applying for? * *Required*

- ☐ Chair of Professional Conduct Committee
- ☐ Professional Conduct Committee Panel Chair
- ☐ Lay member of Professional Conduct Committee
- ☐ Osteopath member of Professional Conduct Committee
- ☐ Chair of Health Committee

Part 1: Your personal details

2. Your name: * Required

Current and previous employment

3. Please provide details of your current and previous employment. There are three boxes to complete in this section, so make sure you scroll across.

	Date to and from * Required	Company * Required	Job purpose and brief description of role (Maximum 420 characters ≈ 50 words) Required
Current role	<input type="text"/>	<input type="text"/>	<input type="text"/>
Previous role	<input type="text"/>	<input type="text"/>	<input type="text"/>
Previous role	<input type="text"/>	<input type="text"/>	<input type="text"/>

Page 3: Competencies

The competencies in the information pack will be assessed through completion of this application form.

Please ensure that you do not put anything identifiable in this section of the application form, where you set out your transferrable knowledge, skills and behaviours against each competency. This information can identify you as an individual based on your name, who you are, or any protected characteristics. This is because the information is anonymised before being given to the selection panel for shortlisting. This is to avoid the panellists making conscious or unconscious assumptions about individuals.

You will find all the information you need about the requirements for this role in the competency section in the information pack. It is a good idea to read through this before you start completing the areas of the form below.

This part of the form is set out as follows to help you to provide us with all the information we need:

- a description of each competency,
- followed by a statement to answer and
- some prompts for you to consider

NB: We define competencies as transferable skills, knowledge and behaviours which tell us whether you can do the role.

Has clear motivation to undertake this role – is able to demonstrate why they want to be a member of the Professional Conduct Committee at the General Osteopathic Council (GOsC)

4. What specific parts of your previous job roles have motivated you and how does this apply to our position? (2500 characters ≈ 300 words maximum) * *Required*

Your answer should be no more than 2500 characters long.

Prompts to think about as you respond:

- What activities motivated you in previous job roles?
- Why did these activities motivate you?
- What transferable skills, knowledge and behaviours do you have?
- What are the reasons why you want this role specifically?

a) as a member of the Professional Conduct Committee

b) for the General Osteopathic Council (GOsC)

Embraces the statutory role of the General Osteopathic Council – fully understands the role and purpose of GOsC

5. What is the role and purpose of GOsC in your own words? (2500 characters ≈ 300 words maximum) * *Required*

Your answer should be no more than 2500 characters long.

Prompts to think about as you respond:

- Have you described the role and purpose?
- What challenges might osteopaths face?
- In this role, what actions might you take to address some of these challenges?
- What recommendations would you make?

Page 4: Competencies (Continued)

Works as one team – encourages collaboration and is open to personal growth and development

6. Describe a time when you had to reach a consensus with someone who you didn't agree with. (2500 characters ≈ 300 words maximum) *
Required

Your answer should be no more than 2500 characters long.

Prompts to think about as you respond:

- Have you described the situation which you faced?
- What were the challenges you came across?
- What steps did you take to reach consensus?
- What was the outcome?
- What would you have done differently?

Assessing evidence and making decisions – is able to reach fair and objective decisions by weighing up evidence and clearly explaining why they have reached a particular conclusion

7. Describe the situation when it was your role to evaluate a piece of written material or oral information and reach a decision. (2500 characters ≈ 300 words maximum) *
Required

Your answer should be no more than 2500 characters long.

Prompts to think about as you respond:

- Have you described the piece of written material or oral information which you evaluated?
- What was the context?
- What steps did you take to process the information quickly and accurately?
- What steps did you take to make a balanced, evidence-based decision?
- What steps did you take to clearly articulate the reasons for your decision?
- What was the outcome?
- What did you learn from this experience?

Page 5: Competencies (Continued)

Empathic questioning skills – approaches discussions constructively and treats everyone with respect and dignity. Being able to use empathic questioning skills to help deliver this aim

8. Describe a situation when you had to interview or question someone to elicit critical information from them under very sensitive circumstances. (2500 characters ≈ 300 words maximum) * *Required*

Your answer should be no more than 2500 characters long.

Prompts to think about as you respond:

- What was the situation?
- Why was it sensitive?
- How did you approach the questioning process?
- How did you show active listening and empathy?
- What was the outcome?
- What might you have done differently?

Developing skills – open to personal growth and development

9. Can you share a piece of development feedback which has had an impact on you? (2500 characters ≈ 300 words maximum) * *Required*

Your answer should be no more than 2500 characters long.

Prompts to think about as you respond:

- What was the piece of feedback?
- What was the context in which this was received?
- What was your response?
- What action did you take?
- What changes have you made because of this feedback?

Page 6: Competencies (Continued)

Demonstrating fairness – is committed to principles of public life, objectivity and fairness

10. Describe a situation where you had to act in the public interest when responding to a complex issue, task or problem. (2500 characters ≈ 300 words maximum) * *Required*

Your answer should be no more than 2500 characters long.

Prompts to think about as you respond:

- What was the complex issue, task or problem?
- Why did you have to act in the public interest?
- Who were the audience?
- What steps did you take to approach the situation and how did you act in the public interest?
- What was the outcome?
- What might you have done differently?

Page 7: Submitting your application

On the next page you can print, email or download an electronic **completion receipt**. This will provide you with a record of completion, detailing the date and time that you completed the application.

If you would like to download or print a copy of your completed application form, please make sure that you click '**Finish**' and then click '**My Responses**.' Remember, you will only have **15 minutes to download** your completed application form after pressing the 'Finish' button.

Please note, if you would like to keep copies of **both** the **completion receipt** and **your completed application** you will need to **print** or **email** the **completion receipt** and **download 'My Responses**.' It is not possible to download both the completion receipt and your responses.

Please click on the finish button below.

Page 8: Thank you

Thank you for your application. If you have any further questions, please contact: **Amanda Chadwick**, Human Resources Manager at councilrecruit@osteopathy.org.uk
