**Expression of Interest Application Form**

**Membership of the** **College Policy and Advocacy Council Executive Committee**

**Information for Applicants**

RACP members care passionately about the profession and the people they treat. Through the [College Policy and Advocacy Council Executive Committee](https://www.racp.edu.au/about/racp-committees/board-committees/college-policy-and-advocacy-committee) (CPAC EC), members can contribute their extensive knowledge and expertise for the benefit of patients, communities and the profession.

CPAC EC is responsible for approving College [policy and advocacy activity](https://www.racp.edu.au/advocacy/search) and outputs consistent with the [strategic direction](https://www.racp.edu.au/advocacy) set by the College Policy and Advocacy Council (CPAC), which reports to the Board.

The CPAC EC are looking to fill up to six (6) member vacancies and invite interested members to apply.

**Committee overview**

As outlined in [its By-law](https://www.racp.edu.au/docs/default-source/default-document-library/governance/college-policy-and-advocacy-council-by-law.pdf?sfvrsn=65201d1a_4), the CPAC and its CPAC EC have been established by the College Board to coordinate consistent and effective policy and advocacy across the College, as the peak decision-making body for health related policy and advocacy.

The role of CPAC EC, as delegated to them by the Board, is to undertake rapid decision-making on College policy and advocacy work. To fulfil this, the role of CPAC EC members is to:

* Review and make decisions on cross-College policy and advocacy matters in line with the CPAC approved policy and advocacy priorities and aligned with the [CPAC 2022-26 Plan](https://www.racp.edu.au/docs/default-source/policy-and-adv/creating-equitable-and-healthier-communities-college-policy-and-advocacy-council-plan-2022-2026.pdf?sfvrsn=141cca1a_6) and the [CPAC Guiding Principles](https://www.racp.edu.au/docs/default-source/advocacy-library/college-policy-and-advocacy-committee-guiding-principles.pdf?sfvrsn=61eb331a_2#:~:text=Although%20diverse%20in%20their%20practice,the%20highest%20possible%20quality%20standards.);
* Ensure policy and advocacy outputs of the College have gone through appropriate consultation, in accordance with College consultation policy;
* Ensure the College has considered associated risks so they may be managed appropriately, as guided by CPAC principles for decision-making.

CPAC EC is a skills-based body consisting of no less than nine members, and up to eleven members, including the CPAC Chair.

**Conditions**

* The positions are for a term of three years (2025-2028) and are expected to commence following the EOI and selection process.
* CPAC EC is chaired by a member selected from CPAC EC and approved by the Board.
* CPAC EC members also sit on the CPAC, which meets twice yearly.
* CPAC EC report to the CPAC, and through the CPAC to the Board. CPAC EC operate by **weekly** email circular resolution (see Supporting Document 6 - [CPAC EC weekly decision-making cycle](https://www.racp.edu.au/docs/default-source/expressions-of-interest/20200605_weekly-schedule_cpac-execcommittee.pdf?sfvrsn=2035ee1a_4)).
* CPAC EC is supported by the College Policy & Advocacy Team.

**Membership Criteria**

* Demonstrated policy and advocacy experience.
* Expertise and experience in relevant health policy areas which may include, health system reform, integrated care, MBS, virtual health, prevention, chronic disease risk factors, the health impacts of climate change, child health, rehabilitation, occupational and environmental medicine, therapeutics, safety and quality.
* Knowledge and experience of First Nations health and equity.
* Willingness and capacity to review and respond to high volumes of policy and advocacy work within short timeframes (refer to Supporting Document 6 - [CPAC EC weekly decision-making cycle](https://www.racp.edu.au/docs/default-source/expressions-of-interest/20200605_weekly-schedule_cpac-execcommittee.pdf?sfvrsn=2035ee1a_4)).
* Understanding of the RACP’s policy framework, including the [CPAC 2022-2026 Plan](https://www.racp.edu.au/docs/default-source/policy-and-adv/creating-equitable-and-healthier-communities-college-policy-and-advocacy-council-plan-2022-2026.pdf?sfvrsn=141cca1a_4), [CPAC Guiding Principles](https://www.racp.edu.au/docs/default-source/advocacy-library/cpac-principles.pdf?sfvrsn=0), the [Model of Delegation](https://www.racp.edu.au/docs/default-source/default-document-library/policy-and-advocacy/cpac-model-for-increased-delegation.pdf?sfvrsn=51a9f11a_2), and the [Advocacy Framework](https://www.racp.edu.au/docs/default-source/default-document-library/racp-advocacy-framework.pdf?sfvrsn=1d340b1a_2).
* Understanding of and willingness to adhere to relevant College governance policies including the [Conflict of Interest Policy](https://www.racp.edu.au/docs/default-source/default-document-library/pol-conflicts-of-interest.pdf).

Where possible the CPAC EC should include a Fellow from the Adult Medicine Division, the Paediatrics and Child Health Division, a Faculty of the College and a Fellow resident in Aotearoa New Zealand. Effort should be made to secure gender balance, to include a trainee member, and to include Indigenous members of the College.

Trainees, Aboriginal, Torres Strait Islander and Māori members are encouraged to apply.

Members of the CPAC Council are eligible to apply for membership of CPAC EC, however they will be required to demonstrate how they will manage the conflict between their representational function on the CPAC and the non-representational function of CPAC EC.

**Selection of members**

Once applications close a selection panel will be formed in accordance with the [Appointments to College Bodies Policy](https://www.racp.edu.au/docs/default-source/about/policies-and-guides/appointments-to-college-bodies-policy.pdf?sfvrsn=4119f01a_2) to review all applications and recommend appointment to the CPAC prior to seeking formal Board approval.

**Supporting documents:**

1. [CPAC By-law](https://www.racp.edu.au/docs/default-source/default-document-library/governance/college-policy-and-advocacy-council-by-law.pdf?sfvrsn=65201d1a_4)
2. [CPAC 2022-26 Plan](https://www.racp.edu.au/docs/default-source/policy-and-adv/creating-equitable-and-healthier-communities-college-policy-and-advocacy-council-plan-2022-2026.pdf?sfvrsn=141cca1a_4)
3. [CPAC Guiding Principles](https://www.racp.edu.au/docs/default-source/advocacy-library/cpac-principles.pdf?sfvrsn=0)
4. [Model of Delegation](https://www.racp.edu.au/docs/default-source/default-document-library/policy-and-advocacy/cpac-model-for-increased-delegation.pdf?sfvrsn=51a9f11a_2)
5. [Advocacy Framework](https://www.racp.edu.au/docs/default-source/default-document-library/racp-advocacy-framework.pdf?sfvrsn=1d340b1a_2)
6. [CPAC EC weekly decision-making cycle](https://www.racp.edu.au/docs/default-source/expressions-of-interest/20200605_weekly-schedule_cpac-execcommittee.pdf?sfvrsn=2035ee1a_4)
7. [CPAC Reports](https://www.racp.edu.au/advocacy/cpac-reports)

Please complete the sections below. *Note all sections marked with a* ***\**** *must be completed.*

**Applicant Details\***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Title* |  | | | | |
| *Given Names* |  | | | | |
| *Family Name* |  | | | | |
| *Division/Faculty/Chapter* |  | | | | |
| *MIN* |  | Fellow |  | Trainee |  |

**Contact Details\***

|  |  |
| --- | --- |
| *Email (main)* |  |
| *Contact number (preferred)* |  |

**Selection Criteria\***

*Please outline how your knowledge, qualifications, experience and personal attributes apply to the relevant to the role apply to each criterion below.*

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| --- |
| 1. Demonstrated policy and advocacy experience. |
|  |
| 1. Skills and experience in relevant health policy area/s . |
|  |
| 1. Knowledge and experience of First Nations health and equity. |
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Please acknowledge that you understand the role of CPAC EC and that of its members, as well as the College policies, principles and supporting documentation that guide CPAC EC activity and decision-making

|  |  |
| --- | --- |
| 1. Willingness and capacity to review and respond to high volumes of policy and advocacy work within short timeframes (refer to Supporting Document 6 - [CPAC EC weekly decision-making cycle](https://www.racp.edu.au/docs/default-source/expressions-of-interest/20200605_weekly-schedule_cpac-execcommittee.pdf?sfvrsn=2035ee1a_4) | Yes  No |
| 1. Understanding of the RACP’s policy framework, including [the CPAC 2022-2026 Plan](https://www.racp.edu.au/docs/default-source/policy-and-adv/creating-equitable-and-healthier-communities-college-policy-and-advocacy-council-plan-2022-2026.pdf?sfvrsn=141cca1a_4), [CPAC Guiding Principles](https://www.racp.edu.au/docs/default-source/advocacy-library/cpac-principles.pdf?sfvrsn=0), the [Model of Delegation](https://www.racp.edu.au/docs/default-source/default-document-library/policy-and-advocacy/cpac-model-for-increased-delegation.pdf?sfvrsn=51a9f11a_2), and the [Advocacy Framework](https://www.racp.edu.au/docs/default-source/default-document-library/racp-advocacy-framework.pdf?sfvrsn=1d340b1a_2). | Yes  No |
| 1. Understanding of and willingness to adhere to relevant College governance policies including the [Conflict of Interest Policy](https://www.racp.edu.au/docs/default-source/default-document-library/pol-conflicts-of-interest.pdf) | Yes  No |

**Curriculum Vitae\***

I have attached a copy of my CV as relevant to the position

By submitting my EOI, I acknowledge that my contact details will be shared with other members of the CPAC, CPAC EC and RACP staff members working with these College bodies.

**Declaration of Eligibility\***

I, [INSERT NAME], hereby confirm that all information provided in support of my expression of interest is complete and accurate and is not misleading in any way. I confirm I have not been removed from a Committee by the RACP Board in the previous five (5) years.

|  |  |
| --- | --- |
| Signature  *(electronic accepted)* |  |
| Date |  |

**Please email your completed application form with a copy of your CV to** [**CPAC@racp.edu.au**](mailto:CPAC@racp.edu.au) **by 11.59pm Sunday 24 August 2025.**