



MACP Executive Committee Role – Professional Network Officer & Equality, Diversity and Inclusion Officer

For the MACP to function effectively as an Organisation, the Executive Committee must act in a way that provides clear Leadership and Direction for the Organisation. This includes the need for members of the Executive Committee to make decisions and carry out any work required in a timely fashion.

It is recognised that all members of the MACP Executive Committee and its subcommittees undertake their role in a voluntary capacity. However, in taking up these roles, each committee member is agreeing to commit the necessary time and effort required to ensure the aims and objectives of the MACP are met.

MACP Executive Committee members are expected to attend as many meetings as possible. At least 3 out of 4 meetings (2 face to face & 2 virtual), unless there are significant extenuating circumstances. The Chair will set the dates for the following year's Executive Committee meetings at the first meeting after the AGM to ensure people have advanced notification and can plan accordingly.

Each Committee member will be expected to provide a report 1 week ahead of the EC meeting occurring which is sent to the Secretary for compilation and distribution. If a committee member is unable to complete a report in this time, it is the individual responsibility of the committee member to distribute a report by email to all members of the EC.

The timely provision of reports for EC meetings will be a factor considered in the awarding of Honoraria.

All EC members will be expected to attend the AGM.

Role Specific responsibilities:

1. Represent the MACP, its aims and objectives within the CSP and other professional networks eg: ARMA.
2. Liaise with other CSP professional networks groups to establish and develop areas of common interest and mutual benefit.
3. Active participation (and where appropriate leadership) in CSP MSK Alliance to ensure the voice of the membership is fully represented at a national level in physiotherapy.

4. Attendance at other meetings may be prioritised over Executive Committee meetings where appropriate (and agreed) to optimise engagement with professional networks and other organisations.
5. Promote equality, diversity and inclusion in all aspects of the MACP's activity and engage with relevant organisations to develop this further.
6. Ensure there is consideration of equity, diversity and belonging issues to inform the MACP's overall decision making
7. Inform operational work of the MACP i.e. member monitoring data categories; equality impact assessments; training and development and providing input and guidance on EDI language and terminology.