



ICAEW REGULATORY BOARD

Role Profile for IRB member (accountant)

The ICAEW Regulatory Board has a vacancy for one ICAEW accountant member (non lay) to join the board from January 2023.

The ICAEW Regulatory Board's (IRB) primary objective is to ensure ICAEW's regulatory and disciplinary work is carried out in the public interest and to provide assurance to members of the public, government, oversight regulators, and the media that each task is carried out objectively without any bias shown either towards or against the interests of an ICAEW member or firm.

ICAEW's regulatory and disciplinary roles are carried out by the Professional Standards Department (PSD). These roles are separate to ICAEW's other activities so that the PSD can monitor, support or take steps to ensure change if standards are not met.

The IRB is currently looking to appoint an ICAEW member to join the board.

A key criteria is the ability to commit the time needed to attend IRB meetings and fulfil the commitments needed by the role. It would also be helpful, though not essential for candidates to have experience of professional indemnity insurance or audit. Applications from ICAEW members currently in practice, or recently retired from practice would be very welcome.

From 1 January 2023, all IRB members, including ICAEW members, will be eligible to be paid a fee of £385 per meeting, with pro rata payments for other commitments. Expenses are reimbursed in line with ICAEW policy.

The IRB meets at least six times a year. The IRB also operates via sub groups for specific projects.

We are committed to diversity in the Chartered Accountancy profession and at ICAEW. We believe the profession and our own organisation does best when it reflects the society we serve. We welcome applicants from all backgrounds and communities and, in particular, those that are currently underrepresented on the IRB.

Purpose of the role	<ul style="list-style-type: none">- Participating in discussions to help promote sound governance and the strategic direction of ICAEW's Professional Standards Department;- As part of the board, work closely and effectively with the Chief Officer, Professional Standards, and his senior team, providing support and constructive challenge;- Helping evaluate and approve the Chief Officer's strategic proposals and KPIs set out in the Professional Standards operational plan and budget and to review and monitor progress;
----------------------------	---

	<ul style="list-style-type: none"> - Helping develop and approve policy and regulations in the Professional Standards area; - Participating in the quality assurance of the Professional Standards committees; - Being a member of standing or ad hoc subgroups of the IRB.
Essential criteria	<ul style="list-style-type: none"> - Must be a current ICAEW member. - Must not be currently employed by ICAEW or be a current member of any ICAEW committee. - Must not be a member of ICAEW Council since December 2021. - Able to commit the time to attend meetings and prepare for meetings. - Must be able to manage and use technology as the primary mode of communication and as a means for reviewing documentation¹.
Desirable criteria	<ul style="list-style-type: none"> - Currently in practice, or recently retired from practice, - Experience of professional indemnity insurance - Experience in the area of audit.
Attributes sought	<ul style="list-style-type: none"> - An understanding and appreciation of the concept of the public interest; - Interest in and experience of regulation, standard setting and/or disciplinary processes. - The adaptability and flexibility to embrace change; - The ability to identify and focus on key issues with a strategic perspective; - The ability to assimilate and assess detailed and complex evidence - Good analytical skills to make decisions; - Sound judgement; - A collaborative, constructive and collegiate approach;
Time commitment	<ul style="list-style-type: none"> - IRB meets at least six times a year, in person meetings take place in London or Milton Keynes and generally from 10:00 a.m. – 3:00 p.m. Meetings may also be held by video conference. - Members are also required to attend relevant training sessions and possibly an annual residential ‘away day’. - The IRB also operates via sub groups for specific projects. - All IRB members participate in the quality assurance of the Professional Standards committees which will involve attendance (remote or physical) at other committee meetings or tribunal hearings.

¹ Competence and comfort with using technology is essential to the role, as the board supports paperless operations. Meeting packs are issued electronically via a secure platform. Members are provided with training, where needed.

	<p>- Taking all these commitments into account, you should expect to spend one day a month on IRB related matters.</p>
Term of appointment	A first term of three years from 1 January 2023, with the potential of reappointment for up to a further three years.
Important dates and information	<p>Interviews to be held early November</p> <p>IRB meeting dates for 2023</p> <p>26 January 30 March 25 May 20 July 21 September 30 November</p>
Application information	<p>To apply, please submit the following documents</p> <ul style="list-style-type: none"> • A supporting statement (no more than 1500 words) explaining how you meet the criteria for the role; • A curriculum vitae which includes any relevant experience; • Diversity Monitoring Form. <p>Completed applications should be submitted by email to R&CRecruitment@icaew.com by Friday 21 October.</p> <p>More information on the IRB is available at icaew.com/irb.</p> <p>Candidates successful in the interview may be required to provide up to two references and appointment will be confirmed subject to successful reference checks. We may also ask for evidence of your right to work in the UK.</p>
Contact	Robert.pragnell@icaew.com