

BOA COMMITTEE MEMBER PERSON SPECIFICATION

This person specification should be considered in conjunction with the Terms of Reference of the Committee.

To stand for appointment to a committee position, there is a requirement that you are in **current good standing** with the GMC. For our purposes, *not in good standing* refers to either an interim order being issued and/or conditions or restrictions having been placed on your practice by the GMC or employer and/or suspension from the workplace.

A high-performing committee brings together a diverse range of knowledge, experience, backgrounds and perspectives that reflect the diversity of the orthopaedic profession and the BOA's membership. The BOA is committed to fostering an inclusive culture where different viewpoints are welcomed, respected and valued.

BOA committees are central to delivering the Association's strategic priorities. They shape policy, develop guidance, support education, influence professional practice and lead initiatives that strengthen the trauma and orthopaedic profession, improve patient care and support members throughout their careers.

Candidates should be strong ambassadors for the BOA, demonstrating professionalism, integrity and a commitment to advancing the Association's vision and strategic priorities. Through their expertise, collaboration and innovation, committee members play an important role in inspiring positive change across the profession.

Candidates are asked to explain how they meet the following essential skills and experience in their application. They should submit a CV and a covering letter explaining their reasons for applying and their suitability for the role. The selection panel will include one member of the BOA Executive, the Chair of the Committee and one other Council or Executive member.

Candidates should be able to show:

1.	Commitment to the BOA's mission and strategic priorities
	A commitment to advancing the trauma and orthopaedic profession, supporting BOA members and contributing to improvements that benefit patients and the wider healthcare system. Candidates should demonstrate an understanding of the BOA's role and a willingness to contribute to its strategic objectives.
2.	Active contribution
	A commitment to attending committee meetings, contributing between meetings and actively supporting the delivery of the committee's objectives and the BOA's strategic priorities. This may include drafting or reviewing documents, participating in task and finish groups and representing the BOA at external meetings and events where appropriate.
3.	Leadership
	Demonstrates sound judgement and the ability to make balanced decisions, taking account of professional, financial and wider organisational considerations. Shows initiative, identifies opportunities for improvement and contributes innovative ideas that support the BOA's strategic ambitions and the ongoing development of the profession.
4.	Collaborative working

	Works effectively with others by building positive relationships through integrity, credibility and mutual respect. Demonstrates an inclusive and collaborative approach, values diverse perspectives and works constructively with colleagues, specialist societies, partner organisations and other stakeholders to achieve shared objectives.
5. Corporate responsibility	
	Understands the principles of collective decision-making and accepts corporate responsibility for decisions made by the committee and the BOA. Contributes positively to effective governance and supports the delivery of the Association's strategic priorities.
6. An interest in the subject matter	
	Demonstrates enthusiasm for the committee's area of work and a commitment to promoting the work of both the committee and the BOA within the UK and international trauma and orthopaedic communities.

It would be useful, but not essential, if candidates could explain how they meet the following skills and experience:

1. Committee working	
	Previous or present experience of working as part of a formal committee.
2. Professional issues	
	Knowledge and experience of, and interest in, engaging with professional issues relevant to the committee.

The BOA is committed to building committees that reflect the diversity of the profession and the patients it serves. We welcome applications from individuals with a wide range of backgrounds, experiences and perspectives and are committed to ensuring an inclusive and supportive appointment process.

If you have any questions about the roles or your suitability for them, please contact the BOA Policy Team at policy@boa.ac.uk or speak to any member of the BOA Executive, Council or an existing committee member.

Further information for candidates:

Time commitment

- Committee members are expected to attend approximately **3–4 committee meetings each year** and devote sufficient time between meetings to progress committee work.
- Meetings are generally held virtually, although at least one meeting each year will usually take place in person. Members who are unable to attend in person will normally have the option to join virtually.
- Committee members are encouraged to attend at least one in-person meeting each year. These are usually held in London at the Royal College of Surgeons of England, although



British
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meetings and other BOA events may take place across England, Northern Ireland, Scotland and Wales.

Duration of appointment

Most appointments are for 3 years.

Expenses

The BOA provides an online booking system for rail travel, enabling committee members to book standard-class travel without incurring personal expense. Reasonable out-of-pocket expenses necessarily incurred while undertaking BOA business will also be reimbursed in accordance with the BOA Expenses Policy.