

# Standards for Professional Recognition

## Purpose

- This document sets out standards of professional behaviour and competency for the IAP2A Professional Recognition Program.
- Holders of all classes of post-nominals are expected to meet standards of professional behaviour.
- Applicants for Professional post-nominals are required to demonstrate that they meet the standards of professional competency.
- Nominations for the class of Fellow are required to demonstrate that the nominee meets the standards of professional competency.
- Professionals and Fellows are required to demonstrate that they meet the competency standards to retain their postnominals.

## Professional behaviour

All post-nominal holders are required to be IAP2 Australasia members of good standing. That is, they are required to uphold IAP2 Australasia's Constitution, the IAP2 Code of Ethics, abide by the IAP2 Core Values, and consent to the Terms and Conditions of membership of IAP2 Australasia.

The IAP2 Code of Ethics is a set of principles, which guides us in our practice to enhance the integrity of public participation/community engagement processes. As professionals, we hold ourselves accountable for these principles and strive to hold all participants to the same standards. The Code of Ethics supports and reflects the IAP2 Core Values for our profession; the IAP2 Core Values define the expectations and aspirations of our practice.

Additionally, all holders of post-nominals are required to demonstrate the following principles of professionalism:

## Inclusivity

To operate openly and inclusively, committed to not discriminate on any basis and further than that to strive for active inclusion, seeking out diversity in all aspects of professional practice.

To act with humility in questioning one's own values, beliefs, assumptions and biases, and with courage in holding space for the values and beliefs of others.

## Integrity

To regard all with respect, acting courteously and honestly, without coercion, harassment or exertion of improper influence.

To avoid conflicting or competing interests with other professionals, employers, clients or the public; to openly disclose any potential for conflicting or competing interests, both professionally and personally.

To maintain confidentiality and privacy while ensuring relevant information is disclosed to interested parties,

To avoid misrepresentation of status through misuse of post-nominals.

## Accountability

To act with due care and diligence, striving for the highest standards in accordance with relevant contractual and statutory requirements.

To accurately represent qualifications, work experience and prior responsibilities, avoiding all potential to discredit oneself or the profession; to speak only one's own behalf or with the formally delegated authority of any other individual or body.

To hold relevant insurances and maintain appropriate records of agreements entered into and work undertaken.

## Contribution

To contribute to professional learning, engaging with colleagues, networks and broader communities to understand, promote and improve the profession; helping to improve the general body of knowledge of the profession by exchanging information and experience with fellow members.

To act altruistically and with generosity in promotion of the public good within the expert domain of the profession, upholding the rule of law, natural justice and human rights.

## Professional competency

Professionals and Fellows are required to demonstrate the following key competencies. These are drawn from the Advanced level of IAP2's Professional Competency Framework and describe:

- What do you need to KNOW? (Knowledge)
- What do you need to DO? (Skills)
- How do you need to BE? (Ways of Being)

Key competencies:

1. Develop integrated engagement and communications plans for work over protracted decision timelines.
2. Build risk and opportunity assessment frameworks for engagement processes.
3. Assess the techniques, resources and personnel required for system-wide projects.
4. Lead project teams to implement engagement process with increased complexity.
5. Manage controversial and complicated issues so that they are viewed as transparent and credible.
6. Make systemic change at the organisation level based on evaluation of practice over time.
7. Champion evaluation approaches to advance the practice.
8. Apply advanced approaches for facilitation including deep collaboration, consensus processes, co-design and collective impact.
9. Build capacity, skills and knowledge of team and partners to plan and lead engagement processes.
10. Lead engagement processes with courage and creativity, testing and trying new approaches.
11. Co-design and co-lead engagement processes with marginalised groups.
12. Lead change within organisations towards equitable and inclusive engagement practices.

Competencies must be demonstrated through written evidence to the satisfaction of the Post-Nominals Assessment Panel and IAP2A Board. Please refer to the Application/Nomination Process for details, noting this requirement relates solely to the Professional and Fellow classes of post-nominal.

## Failure to meet the Standards

### Professional competency

Applications and nominations that do not demonstrate meeting the standards of competency will not be progressed by the Post-Nominals Assessment Panel.

Renewal of post-nominals, in addition to meeting the Continuing Professional Development point requirement for your class, also requires demonstrated meeting of the standards of competency; inability to do so will result in non-renewal of post-nominals.

### Complaints

Any person, whether or not a member, may complain to the IAP2A CEO that a member has engaged in conduct which is not in accordance with our professional standards and/or where that conduct causes harm or is likely to cause harm to the association and our profession. Complaints must be made in writing (email is acceptable) to the Chair of the IAP2A Board. The Chair will consult with the complainant and if a prima facie case is made, the Chair will notify the member and the complaint will be investigated following IAP2A's disciplinary processes as set out in our Constitution.

### Disputes resolution and disciplinary processes

Any dispute or disagreement arising in relation to the Professional Recognition Program will be prosecuted in accordance with the dispute resolution and disciplinary processes of IAP2A's Constitution. Where a member is expelled as a result of disciplinary processes, that member will automatically lose their post-nominal status. As per the Constitution, any member who is expelled may at any time apply to the Board to be readmitted; if re-admitted, that member would be required to meet the eligibility criteria for post-nominals in order to obtain them at an applicable category.

## Related documents

- IAP2 Code of Ethics
- IAP2 Australasia Constitution
- IAP2 Core Values
- IAP2 Australasia Membership Terms and Conditions
- IAP2 Australasia Post-nominals Program Terms and Conditions

## Monitoring and review

This document will be reviewed initially based on applicant, staff and assessment panel feedback following the inaugural round of applications. Thereafter, it will then be open for continuous feedback and formally reviewed every three years.

Version	Date	Status
0.1	August 2021	For internal review by IAP2 prior to member consultation
0.2	September 2021	For member information/consultation prior to implementation
1.0	October 2021	For implementation in the inaugural round of applications.