Standards Investigation Panel Members – Job Description

Panel members will be paid a daily rate of £400 a day whilst engaged in a standards investigation. There will be no retainer fee paid.

About standards investigations

IPSO can undertake a standards investigation to investigate where it has serious concerns about the behaviour or actions of one, or more, of its members.

IPSO may require that a standards investigation takes place in one or more of the following circumstances:

• Where IPSO reasonably considers that there may have been serious and systemic breaches of the Editors’ Code;
• Where there has been one or more failure or failures to comply with the requirements of the Board;
• In exceptional circumstances, where IPSO reasonably considers that an investigation is desirable because substantial legal issues or Editors’ Code compliance issues are raised about the practices of a publisher or publishers;
• Where an annual statement identifies significant issues of concern, either in relation to a single incident, a publisher’s compliance processes or a pattern of significant, serial or widespread breaches of the Editors’ Code;
• Where, on analysis of statutory authority reports into press standards, in the view of IPSO there have been substantial Editors’ Code compliance issues identified at one or more publisher.

Role of the panellists

The investigation will be overseen by investigation panel members, who will report to IPSO’s Board. Panel members will carry out a number of tasks, including:

• Developing and agreeing a plan for undertaking the investigation
• Reviewing relevant documents
• Interviewing representatives of the publisher(s) under investigation
• Reaching conclusions on the outcomes of the investigation and detailing the contents in an investigation report

The investigation panel will work as a panel of three. Two members of the panel will be independent (meaning they have no connections to the newspaper or magazine industry), whilst the third member will have experience in a senior position within the newspaper or magazine industry.

Person specification

The Appointments Panel are seeking individuals with the following knowledge and experience.

• An understanding of and interest in the principles and/or practice of self-regulation.
• An awareness of the changes taking place in the media environment.
• An understanding of the principles underlying good governance.
• Excellent analytical skills, including the ability to assimilate large quantities of detailed and technical information and to analyse, question, understand and objectively assess complex arguments.
• A high level of interpersonal and communication skills, including the ability to interview witnesses who may be vulnerable.
• An understanding of the importance of confidentiality and an ability to follow safeguards in place to avoid breaches of confidentiality.
• The ability to work effectively as a team player with other members of the panel.
• The ability to deal effectively with senior industry and regulatory figures.

It is not possible to serve as a panel member if you are:
• a serving editor;
• a member of the Editors’ Code of Practice Committee;
• a member of IPSO’s Board; or
• connected to the Regulatory Funding Company.

Panel members must declare past or present interests that could reasonably be thought to cast doubt on their independence or impartiality in the role.

Should IPSO decide to launch a standards investigation, IPSO will need to act quickly and panel members will need to be available at extremely short notice. Applicants for the panel should therefore be working in full time roles with the possibility to have time off at short notice; or working part time/freelance; or retired.

**Applying for the role**

Applications (consisting of a CV and covering letter) should be received by **7 October 2016**. Please email recruitment@ipso.co.uk or post applications to Recruitment, Independent Press Standards Organisation, Gate House, 1 Farringdon Street, London, EC4M 7LG.