

4th May 2017

Dear Sir/Madam

The Commissioner for Public Appointments is seeking applications from people interested in becoming Independent Assessors. These are individuals who sit on the departmental selection panels convened to appoint the Chairs and members of our public bodies.

The Commissioner is keen to recruit Independent Assessors from diverse backgrounds. Apart from a deep commitment to high standards in public life we are looking for people with an independent mindset, good communication skills and the ability to work well within a team. A commitment to increasing diversity, particularly the number of women, in our public leadership roles is also important.

In terms of experience, in addition to a public or professional background we are looking for varied sectoral experience. For example, if you have experience in the voluntary and community sector, in running an agricultural/farm/food or equine business, you may have the skills and attributes we are looking for.

You may not have considered applying before for this sort of post but the Commissioner will welcome your application.

Filling in an application form will not guarantee your appointment but the Commissioner **can** guarantee that throughout the application process you will be treated with respect and courtesy. Every effort will be made to make the experience a worthwhile one. At the very least you can expect to gain more information about our public appointments system. If you are successful in your application you can look forward to rewarding work as an independent selection panel member.

The formal advertisement will be placed in the Belfast Telegraph, the Irish News and News Letter on 4<sup>th</sup> and 5<sup>th</sup> May 2017. I would encourage you to promote applications from those within your sector. Details are also available on the CPA NI website [www.publicappointmentsni.org](http://www.publicappointmentsni.org).

Yours sincerely

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