**Recruitment Call — The College is Seeking Committee Members**

The College of Physiotherapists of Ontario is the regulatory body for the province’s over 12,000 physiotherapists in the public interest. As a part of its regulatory mandate, the College registers qualified individuals to practice the profession, ensures they remain competent to practice throughout their careers, and investigates concerns about physiotherapists’ practice when necessary.

The College is seeking physiotherapists who are willing to contribute to the profession by participating on a Committee.

We are recruiting for the following committees:

* 1-2 Committee members for the Inquiries, Complaints and Reports Committee
* 1 Committee member for the Patient Relations Committee

Committee members are compensated for meeting attendance, some meeting preparation, and are reimbursed for specific expenses related to any in-person meetings that may occur.

Committee appointments are for one-year and renewable annually to a maximum of nine consecutive years.

**Time Commitment**

Committees meet on weekdays during regular business hours. Meetings are usually held either in a hybrid format or virtually. The number of Committee meetings held per year varies depending on the Committee. An estimate of the time commitment required for each Committee is provided below.

In addition to attending meetings, Committee members are required to prepare for each meeting by reviewing a meeting package and any other related materials provided in advance of the meeting.

**Eligibility Criteria and Considerations for Committee Appointments**

In accordance with the College By-laws, a physiotherapist is eligible for appointment to a Committee if, on the date of the appointment:

* They are registered with the College and reside or practise in Ontario
* They are not before the Discipline or Fitness to Practise Committee
* They have not had a finding of professional misconduct, incompetence or incapacity made by the Discipline Committee or the Fitness to Practise Committee in the last six years
* They have not been the subject of a College investigation where action was taken (Caution, Undertaking, Specified Continuing Education and Remediation Program (SCERP))
* They have not been a director, officer, committee member, employee or have had a decision-making role in the Ontario Physiotherapy Association (OPA), the Canadian Physiotherapy Association (CPA) or similar organizations with a mandate or interests that conflicts with the mandate of the College of Physiotherapists of Ontario in the last 12 months

This list is not exhaustive, please refer to the [College By-laws](https://collegept.org/standards-resources/legislation/#bylaws).

**Additional Qualifications and Expectations for Committee Members**

To be considered for this role, candidates must:

* Have familiarity with the College’s governing legislation and an understanding of the professional context within which the College operates
* Have a solid understanding of the College’s Standards of Practice
* Be able to make decisions in the public interest
* Be able to participate in a collaborative decision-making structure
* Possess excellent listening, communication and analytical skills to review cases, formulate opinions and express the reasons for the opinions
* Have computer literacy and can access meetings through videoconferencing and be able to review large volumes of material in a PDF format
* Not currently be involved with the College in any other paid role, such as a consultant, examiner, Quality Assurance assessor or practice enhancement coach for example

Committee Overview

**Inquiries, Complaints and Reports Committee**

This Committee considers concerns brought to the College’s attention about a physiotherapist’s practice or conduct. The Committee usually meets once a month for a full day, but it is understood that not every Committee member will be able to attend each meeting, and the potential to move to a panel structure is being explored. Committee members are expected to allocate time for reviewing files which may be very extensive.

Qualifications and Criteria for Inquiries, Complaints and Reports Committee Members:

* A minimum of five years in clinical practice in Ontario
* Recent clinical practice experience in one or more of the following sectors: private practice, community care, or long-term care facilities and different funding models

For a full description of College Committees please visit our [website.](https://collegept.org/about-the-college/board-of-directors-committees-and-elections/#college-committees)

**Patient Relations Committee**

The College maintains a program to provide financial assistance for therapy or counselling for patients who have been sexually abused by a physiotherapist. The primary role of the Patient Relations Committee is to review applications and administer the [funding for therapy and counselling program](https://www.collegept.org/funding-for-therapy-counselling). Committees meet on weekdays during regular business hours. Meetings for the Patient Relations Committee are held virtually. This statutory Committee meets only if there is an application for funding or if there is a special project. It is estimated that this Committee may have two to three meetings per year. In addition to attendance at meetings, Committee members are required to prepare for each meeting by reviewing a meeting package and any other related materials provided in advance of the meeting.

Qualifications and Criteria for Patient Relations Committee Members:

* Experience in mental health and wellness services, preferably with a trauma informed approach

How to Apply

If you are interested in this opportunity, please [submit an online application form](https://www.surveymonkey.com/r/X6GTK2K) no later than **April 23, 2025.** The online application includes:

* Indicating the committee you are interested in applying for
* Completing the Values, Behaviours and Competency Assessment
* Uploading a current resumé (file name: FirstName\_LastName\_CV)
* Uploading a cover letter that describes how you meet the qualifications of this position. (file name: FirstName\_LastName\_Coverletter)

Applicants may be asked to participate in a short virtual interview. Interviews will begin in late April/early May.

We thank all applicants for their interest. However, only candidates selected for an interview will be contacted and invited to participate in the process of recruitment. If you have any questions please contact Caitlin O’Kelly, Governance Specialist at [cokelly@collegept.org](mailto:cokelly@collegept.org).

Final approval of Committee members is at the discretion of the College’s Board of Directors at the June meeting. Applicants will be advised if their name is being put forward for the Board’s consideration.

The College strives to build diverse and inclusive committees that reflect our communities, and encourages applications from traditionally underrepresented groups including women, visible minorities, Indigenous peoples, people identifying as LGBTQ2S+, veterans, and people with disabilities. Please let us know if you require any accommodation to participate in this recruitment process by sending an email to [cokelly@collegept.org](mailto:cokelly@collegept.org).

No phone calls or agencies, please.

**College of Physiotherapists of Ontario**

375 University Avenue, Suite 800, Toronto, Ontario M5G 2J5  
416-591-3828 | 1-800-583-5885 | fax: 416-591-3834 |[info@collegept.org](mailto:info@collegept.org)