



June 21, 2025

NOTICE OF POSITION – VICE CHAIR (PART-TIME)

About the Health Professions Discipline Tribunal

The Health Professions Discipline Tribunal (Discipline Tribunal) is an independent body that resolves, hears, and decides conduct and competence allegations against healthcare professionals fairly, effectively and in the public interest.

The Discipline Tribunal is led by the Director of Discipline (Director) and operates under the Health Professions and Occupations Act (HPOA). While the individual regulatory colleges are responsible for conducting investigations into complaints about the conduct and competence of regulated health professionals, it is the Discipline Tribunal's role to issue citations, hold disciplinary hearings, and determine appropriate disciplinary orders for health professional regulatory colleges to enforce.

In carrying out its work, the Discipline Tribunal operates under the HPOA and the Administrative Tribunals Act. The Director of Discipline is responsible for management of the Discipline Tribunal and reports annually to the Superintendent of Health Professions and Occupations Regulatory Oversight Office on its work.

The Discipline Tribunal has a full-time Director, a full-time Deputy Director, and part-time members which include members of regulated health professions.

Diversity and Inclusion

People from all regions of our province are invited to apply. Consideration will be given to qualified individuals with a broad range of backgrounds. The selection process will recognize lived experience and volunteer roles as well as paid employment and academic achievements.

We are committed to supporting strong organizations that represent the diversity of our province. Indigenous applicants, people of colour, all genders, 2SLGBTQ+ and persons with disabilities are encouraged to apply.

Nature of the Role

Vice Chairs have specialisation and experience in key areas of the Discipline Tribunal's mandate and provide guidance and training to other members on areas within their expertise and experience. Vice Chairs may serve as Discipline Panel



Chairs presiding over hearings, oversee the measures to ensure trauma-informed practices, conduct dispute resolutions processes, provide management and oversight to the other tribunal members, provide administrative support to the Director and Deputy Director, and do other work as assigned by the Director or Deputy Director.

Vice Chairs will take part in the training and education required for best practices in administrative law, hearing management, decision writing, trauma-informed adjudication, and anti-discrimination practices. Vice Chairs may be required to act in the Deputy's absence or in circumstances in which the Deputy has a conflict.

Vice Chairs adhere to the guiding principles of the HPOA, and must protect the public from harm and discrimination, support awareness of reconciliation with Indigenous peoples and the United Nations Declaration on the Rights of Indigenous Peoples Act, promote anti-discrimination measures, and act respectfully of the privacy of persons who participate in regulatory processes. They must also act in a manner that is transparent, including by providing opportunities for meaningful public engagement.

The Discipline Tribunal conducts itself with the highest possible ethical standards, integrity, accountability, and transparency. Vice Chairs must therefore be seen as independent decision-makers. This includes approaching each case with an open mind and an understanding of the importance of consistency in decision-making. A Vice Chair must have regard for the circumstances of individual cases, while ensuring consistency with Discipline Tribunal policy and guided by the spirit and intent of the law.

Vice Chairs understand and comply with the concepts of the standards of procedural fairness and natural justice in their work.

Vice Chairs are subject to the BC Government general conduct and conflict of interest guidelines found [here](#).

Basic requirements:

- BC resident
- Eligible to work in Canada.

Specific Experience or Qualifications.

Applicants must demonstrate substantial experience and qualifications in at least one of the following areas:

- substantial experience and knowledge in First Nations law and legal systems, rights, and community traditions and protocols;
- substantial experience with Métis or Inuit law and legal systems, rights, and community traditions and protocols;
- at least five years of expertise in trauma-informed hearing and mediation practices;
- at least five years expertise in anti-discrimination measures and the effects of discrimination, in particular in the context of administrative law, professional discipline, employment law, or regulatory law; and
- at least 10 years experience in administrative law, professional discipline, conducting administrative hearings, civil litigation, and training and teaching in related areas.

Experience in more than one of the above areas is considered an asset. Applicants who do not have the required experience and qualifications to be Vice Chairs may be considered for member positions with the Discipline Tribunal.

Time Commitment

The Vice Chair positions are part-time: 1- 5 days per month.

Term

The Vice Chair positions are for three years with an option to renew.

Compensation

Maximum daily rate \$755 - \$845 (Treasury Board Directive 1-24, Level 4 Vice Chair).

Applying

You may submit a cover letter and a CV outlining how you meet the required experience and qualifications to tribunal@hporoo.ca.

Applications will be considered as they are received.