

Call for expression of interest - Accreditation Assessment Committee (AAC)

About APAC

The Australian Psychology Accreditation Council (APAC) is an independent not-for-profit quality and standards organisation, appointed as the external accreditation entity under the Health Practitioner Regulation National Law Act 2009 (National Law) for the psychology profession in Australia.

About the role of APAC's Accreditation Assessment Committee (AAC)

The Accreditation Assessment Committee (AAC) is a standing committee of the APAC Board (Board). The AAC is composed of experienced and trained accreditation assessors who provide expertise in psychology practice and psychology education and training. The AAC considers matters relating to the accreditation and monitoring of psychology programs of study that lead to recognition of completion of APAC Levels 1 to 4 Graduate Competencies in accordance with the APAC Delegations of Authority. These functions are as per Sections 48 and 50 of the National Law. The AAC also provides advice to the APAC Board on a broad range of matters relating to teaching, learning and competence in psychology.

AAC members are typically involved in the following:

- Act as Team Leader for the conduct of accreditation assessments, including virtual and onsite site visits for initial accreditation, reaccreditation, complaint investigation and monitoring
- Make accreditation decisions for accreditation and accreditation with conditions
- Recommend accreditation decisions to the APAC Board for accreditation refused or accreditation revoked
- Support the review of Accreditation Standards, Evidence Guide, rules for accreditation and assessment-related policies as necessary
- Provide advice and support on any other industry, professional or ancillary matters related to the above.

APAC covers the cost for any travel and related expenses. AAC members are paid an annual fee and are eligible for additional payment for assessments team activities.

Workload for AAC members

In addition to attending AAC meetings, AAC members also perform or oversee monitoring activities, such as annual and progress reports from education providers for whom they are the Team Leader. Each year, AAC members typically work with APAC assessors to:

- participate in 1-2 accreditation assessments, including site visits,
- conduct 1-2 on-paper, desktop assessments,
- assess 6-8 annual reports from providers,
- assess 6-8 progress reports from providers,
- mentor other APAC assessors, as required.

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The AAC meets 8 times per year using a combination of in person (1 annually at the APAC office in Narm (Melbourne) and virtual meetings. Committee meetings are usually held on Mondays from 10am to 4pm AEST, an occasional out of session meeting or circular resolution may be required and this is scheduled on best availability. AAC members will be provided with a meeting pack at least five business days prior to each meeting. The time commitment for each Committee meeting is approximately one and a half days (approximately 11.5 hours), including meeting attendance and pre reading.

AAC members are appointed for an initial term of up to three years and are typically eligible for re-appointment for up to one further term, subject to APAC Board approval.

Key selection criteria

APAC is seeking to appoint people who are highly committed to its mission concerning the education and training of psychologists, and with appropriate experience, residing in Australia.

The APAC Board of Directors will consider the range of applicants and appoint AAC members based on the following key selection criteria and will ensure a suitable mix of skills and experience:

1. Applicants hold postgraduate qualifications in psychology or postgraduate qualifications in another regulated health profession within the National Registration and Accreditation Scheme (NRAS).
or
2. Applicants have current, relevant experience in higher education (e.g., teaching, curriculum development, or academic leadership in psychology and/or other regulated health professions), and current registration as a psychologist or other regulated health professional within NRAS with no restrictions or undertakings on practice.
or
3. Applicants have relevant expertise in cultural responsiveness and safety in relation to curriculum development including assessment of competence.
or
4. Applicants have relevant expertise in professional education accreditation for another regulated profession in Australia functioning under a National legislative framework.
and
5. Active engagement and leadership in teaching and learning, psychology (or other health practitioner) practice including service management, supervision roles and/or research, or expertise described at items 3 or 4 above. Individuals who are unable to demonstrate recency (within 18 months) are not usually considered for appointment.
6. Demonstrated capacity and commitment to participate regularly in accreditation assessments.
7. Commitment to uphold APAC's Values, Code of Conduct for AAC members and completion of confidentiality and conflict of interest agreements.

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8. Willingness to complete online Assessor training prior to undertaking any accreditation activities, and to maintain ongoing proficiency through refresher training as required by APAC.

Expression of interest application process

To submit an expression of interest in becoming an AAC member, please apply, including:

1. a current curriculum vitae
2. a covering letter (maximum 500 words) addressing the key selection criteria listed above. Note please respond only to the criterion/criteria relevant to your expertise for criteria 1 to 4.
3. the names and contact details of two professional referees.

Please submit your expression of interest to APAC no later than **COB Friday 28 November 2025** via email at accreditation@apac.au.

Applicants will be notified of the outcome in December 2025.

Further information

If you have any enquiries about this call for expression of interest, please contact APAC's Accreditation Manager, Ms Sara Couch, at accreditation@apac.au.

For further information about APAC, please visit apac.au.