



New Zealand Institute of Surveyors

Ethics Committee Role Description

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Purpose

To carefully consider evidence before the Committee and contribute to its decision on each compliant before it.

Responsibilities

A member of the Committee, through the Chair is responsible to the NZIS Council.

Key Tasks

Members of the Committee will:

- Make themselves available to attend meetings (electronic, teleconference or face-to-face) of the Committee.
- Declare any conflict.
- Thoroughly prepare for each meeting by reading and considering all material.
- Impartially and carefully consider the evidence presented at Committee meetings, and to contribute to the Committee's decisions in respect of each case, both in terms of the complaint and any sanctions imposed.
- Act in good faith, with all reasonable care, diligence, honesty and integrity, and to exercise the highest possible level of skill, judgement and discretion when serving as a Member of the Committee.
- Avoid discussion or debate in respect of any matter before the Committee with any person not a member of the Committee.
- Make no public or private disclosures in respect of any Committee processes or outcomes (act in confidence).

Essential Experience and Skills

Members of the Committee will be people who:

- Are members in good standing of the NZIS.
- Are of good standing in their communities.
- Are of demonstrable integrity and respected in their respective professions or occupations.
- Have significant industry experience at a senior level.
- Have the personal skills and characteristics appropriate to the establishment of an effective working relationship with other members.
- Have the skills necessary to work effectively in sometimes stressful roles and environments.



- Can understand complex issues and contribute to well-reasoned and just decisions.
- Have analytical and problem solving skills.

Communication

Excellent communication skills (written and oral).

Interpersonal

Excellent interpersonal skills which enable the development and maintenance of highly effective working relationships.

Term

Any Ethics Committee member commences their term of office upon their appointment by the Council and holds office until:

- i. the end of the third year after their appointment (members may be reappointed for no more than three consecutive terms 9 years)
- ii. the Chair only may be appointed for a fourth consecutive term (12 years)
- iii. cessation (whether by resignation, death, incapacity, moving overseas, removal by Special Resolution at a Board meeting, or otherwise)

Special note: continuity of experience is vital for this committee and the Council will vary terms should the circumstances dictate.

NZIS Council

