

**Charter for the  
Public Sector Special Interest Group (PS-SIG)**  
*(Association of Test Publishers)*

**1. Purpose**

Following the first highly successful International Public Sector Assessment and Testing for Recruitment conference (IPSAR), organised in 2012 in Madrid by the Association of Test Publishers (ATP) and the European Personnel Selection Office (EPSO), this ATP Special Interest Group (SIG) for the public sector was created. The purpose of the group is to help Human Resource professionals in the public sector to meet the challenges it faces by promoting best practice and enabling them to help each other.

Today, the public sector collectively faces unprecedented challenges in unprecedented times. By its very nature, the public sector needs a high quality, modern and demonstrably fair recruitment process. Efficient, effective and equitable testing and assessment processes are a key component of public sector recruitment and development, but the public sector often seems to lag behind when it comes to optimising its procedures. Faced in many parts of the world with the retirement of an entire generation of public servants, and in others with the pressing need to build the capacity and capability of public management, there is major scope for Human Resource professionals in the public sector to work and learn together to attract, select and develop the right talent for the future.

The Public Sector Special Interest Group (PS-SIG) serves to promote the dissemination of high standards in terms of the quality, fairness, effectiveness and value. It will do so in particular by facilitating best practice among public sector organisations in the use of testing and assessment to recruit, select and develop public sector personnel, and to provide public sector organisations with access to research, innovation and thought leadership from the wider testing community globally.

To achieve this purpose, the PS-SIG:

- Facilitate agreement on vision, strategy and development of relevant testing and assessment tools for use by PSO's.
- Promote cost-effective integration of testing and assessments as multi-dimensional tools supporting a PSO's vision, strategy with the development of its workforce.
- Encourages participation by all public sector organisations responsible for the use of tests in recruitment, selection and development to participate regardless of organizational size, experience or geographical location.
- Encourages participation by other organisations in the wider testing community including test publishers and providers, researchers and thought leaders.
- Engages public sector organisations to collaborate actively on issues of mutual interest and to share experience, views and opinions as well as the dissemination of lessons

learned through active networking, events, best practice documents as well as tools for adopting and implementing best practices.

- Stimulates shared research and co-operation on the development and application of testing and assessments in public sector recruitment and selection.
- Build communication capability of Subject Matter Experts (SME's) to speak on these topics in house and on public platforms.
- Act as non-executive advisor/angel for start-ups/growing SMEs in PSO's.

Organisations wishing to join the PS-SIG who are not members of the ATP are actively encouraged to join the ATP to realise the full value of access to expertise and innovation in the wider testing community.

## **2. Structure and Governance**

The PS-SIG operates under the umbrella of the Association of Test Publishers, the global body for promoting and advancing the integrity of assessment services and products and their value to society, and the highest levels of professionalism and ethics within the testing community.

The PS-SIG is self-funding and operates through active volunteerism.

The PS-SIG is managed through office holders who are elected on a regular basis by members of the PS-SIG. Those office holders include:

- **Chair** responsible for the operations of the PS-SIG within the bylaws of the ATP. The Chair of the PS-SIG reports into the ATP Board. The office holder serves for a maximum of two years after which the office holder may serve as Past Chair for a maximum of one year.
- **Chair Elect** supports the Chair and acts as the line of succession to maintain the sustainability of the PS-SIG.
- **Treasurer** is responsible for monitoring and managing the operating expenses and funding of the PS-SIG. This office may be held for up to two years.
- **Secretary responsible for communication with the Group and organization of meetings and dissemination of information.**
- **PS-SIG Committee Members** serve to support the PS-SIG in its development and in delivering against its purpose. The PS-SIG may elect committee members as it sees fit subject to a maximum term of two years before applying for re-election. Committee Members may undertake specific responsibilities on behalf of the PS-SIG as agreed by the PS-SIG committee and subject to approval by the ATP Board and the provisions of the ATP Bylaws.

The PS-SIG is required to hold regular minuted meetings and to report once a quarter on progress to the ATP Board according to the cycle of ATP Board meetings scheduled within any given year.

## **3. Programme of Activities:**

In striving towards these general objectives, SIG-PSO will aim for the following specific objectives:

- 3.1. Adoption of Charter by end 2014.
- 3.2. Development and adoption of name and branding for SIG-PSO.
- 3.3. The hosting of a regular **annual / bi-annual** conference.
- 3.4. The presentation of workshops to improve and maintain users' expertise and skills.
- 3.5. The establishment and maintenance of a dedicated website and/or online presence on the activities of SIG-PSO.
- 3.6. The promotion of and encouragement of the production and publication of articles of high professional standards in recognised professional, academic, and career publications.

N.B. Non ATP members are welcome to participate in the SIG.

However, in order to hold any kind of official SIG position as a subcommittee or committee member or leader, a minimum of an individual Subscriber membership in ATP is required.

Regular and Associate membership for organisations is always encouraged since Regular and Associate memberships serve to support the ATP.