Join the PPI Ignite Network Reference Forum

Expression of Interest Applications Now Open until 5pm on Thursday 29th October 2026

Link: Network Reference Forum - Expression of Interest – Fill out form

We are looking for five people to join our Network Reference Forum.

Would you like to help shape how the PPI Ignite Network works? Do you have experiences, ideas or perspectives that could help us improve public involvement in research?

You do not need to have worked in research or been part of a committee before. We value experience gained through everyday life, caring, community activities, volunteering and work.

What is the Network Reference Forum?

The All-Island PPI Ignite Network works to support meaningful public and patient involvement (PPI) in research across the island of Ireland. You can learn more about the Network at ppinetwork.ie.

Public and patient involvement means that members of the public work with researchers to help shape research, rather than only taking part in research studies.

Our Network Reference Forum is an advisory group that helps guide the work of the Network.

The Forum brings together:

- Five public contributors (PPI Contributors)
- Senior representatives from our All-Island Partner Organisations (Health Research Charities Ireland, IPPOSI, HSE Research and Development, TUSLA, and SPHeRE.

The Forum provides independent advice and feedback. It helps us understand different points of view, ask important questions and identify things we may have overlooked.

You do not have to agree with everything we do. We welcome different opinions, new ideas and constructive feedback.

Who can apply?

We welcome applications from people with different backgrounds, experiences and perspectives.

You might have knowledge or experience of

- Taking part in research or public and patient involvement (PPI)
- Living with a health condition, using health or social care services, or supporting or caring for someone
- Working or volunteering in your community
- Supporting people or communities whose voices are not always heard
- Working in health, social care, education, research, public services or other relevant areas
- Making services or activities more inclusive and accessible
- Working with groups, listening to different opinions or helping people work together

You do not need to have experience in all these areas.

We are interested in what you have learned from your experiences and how you could use that knowledge to help the Network.

Who is eligible?

To apply, you should:

- Normally live on the island of Ireland.
- Not already be involved in the Network as a Co-Lead with one of our University Partners.

We want to hear from a wide range of people

We want the Forum to reflect the diversity of people and communities across Ireland, North and South.

We particularly welcome applications from people whose voices and experiences are not always represented in research or decision-making, including people from minority and marginalised communities.

If you are interested in joining the Network Reference Forum, but are unsure whether your experience is 'enough', we encourage you to apply. You do not need to meet every example listed above, and previous academic, research or committee experience is not required.

Your lived experience, community knowledge and personal perspectives are valuable.

What would I do as a Forum member?

1. **Independent Advice & Constructive Challenge**: Helping the Network improve by bringing different experiences, perspectives and critical thinking.

As a member, you would help us improve the work of the PPI Ignite Network.

We could ask you to:

- Attend meetings and take part in discussions
- Read or review information before meetings, when needed
- Share your experiences, ideas and opinions
- Listen to and respect other people's views
- Ask questions and give honest, constructive feedback
- Help us think about people or perspectives we may have missed
- Support and actively promote meaningful public involvement in research
- Occasionally contribute to agreed activities between meetings

You would also be asked to respect confidential information and tell us about any interests or connections that might affect your role at the beginning of your terms.

We want members to feel comfortable asking questions, expressing different views and respectfully challenging our thinking.

2. **Ambassadorship and Engagement**: Helping the Network connect with people, raise awareness and encourage wider involvement.

As a Reference Forum member, you will also act as an ambassador for the PPI Ignite Network.

This means helping more people learn about the Network, understand the importance of public involvement in research and find opportunities to get involved.

You could do this by:

- Sharing information about the Network and its activities with people, groups or organisations you know
- Helping to raise awareness of why public involvement in research matters
- Encouraging people from different backgrounds and communities to get involved in research
- Helping the Network build connections with communities and organisations it may not currently reach
- Sharing ideas about how the Network can communicate better and reach a wider range of people
- Promoting the Network's values of inclusion, partnership, respect and meaningful public involvement

You will not be expected to speak on behalf of everyone in your community or to promote activities you do not agree with. We value your independent views and want you to help us identify where the Network can improve.

We will support you in this ambassador role and agree any activities with you in advance.

How much time will it take?

We aim to keep the time commitment for meetings manageable, with the expected commitment being 4-6 hours per year.

- Online Meetings x 2 per year (60-90 minutes per meeting)
- Preparation for meetings x 2 per year (60 minutes)

We will also ask members to come to the Annual Network Summit, held in March every year, which will be a full-day event.

You may also be invited to attend other events on behalf of the Network, which will be agreed on a case-by-case basis and are not formal requirements.

People will initially be appointed for a period of two years.

PPI Reference Form members will be compensated for their time.

How do I apply?

If you would like to join the PPI Ignite Network Reference Forum, please answer the four questions below.

There are no right or wrong answers. We want to learn about your experiences, why you are interested in joining and what you could bring to the Forum.

You can use examples from your personal life, work, caring responsibilities, volunteering, community activities, advocacy or research.

You do not need academic qualifications or previous committee experience to apply.

Question 1. Why would you like to join the Reference Forum?

Tell us why you are interested in becoming a member. What interests you about the work of the PPI Ignite Network, and how would you like to contribute?

Question 2. What experiences, knowledge or perspectives would you bring to the Forum?

Tell us about the experiences that have shaped your views and what you have learned from them. These could come from your personal life, work, caring, volunteering, community involvement, advocacy, research or other activities. How do you think your experiences could help the Network improve its work?

Question 3. How do you work with people who have different views or experiences?

Reference Forum members will work with people from different backgrounds who may have different opinions. Can you give an example of a time when you worked with others, listened to different views or helped a group discuss different ideas? Tell us what you did and how you approached the situation.

Question 4. How could you help promote the PPI Ignite Network and connect with others?

An important part of being a Reference Forum member is acting as an **ambassador for the Network**. This means helping to raise awareness of the Network, sharing information about its work and encouraging more people to get involved in research. How could you help us reach different people, communities or organisations?

You might tell us about:

- People, groups or organisations you are connected with.
- Ways you could share information about the Network and its activities.
- Ideas for encouraging more people to get involved in research.
- Ways to reach people whose voices are not always heard.

You do not need to have a large network of contacts. We are interested in your ideas and willingness to help the Network connect with others.

Understanding the role

Being a Reference Forum member is an active role.

Members are expected to:

- Attend and take part in meetings.
- Read or review information before meetings, when needed.
- Listen to others and respect different opinions.
- Share their views and provide constructive advice and feedback.
- Help promote the PPI Ignite Network and meaningful public involvement in research.
- Help the Network connect with different people, communities and organisations, where possible.
- Respect confidential information when required.
- Declare any interests or connections that could affect their role.

Please confirm:

☐ Yes, I understand what is expected of me as a Reference Forum member and am willing to take an active part in the role.

Can I apply in a different format?

Yes. We want everyone to have a fair opportunity to apply.

If you would prefer to submit your answers as an audio recording, please contact us to discuss this option.

We will also do our best to provide any support you need, including accessible formats or translation services.

Please contact **hello@ppiignite.ie** if you have questions or need support with your application.

The All-Island PPI Ignite Network is committed to equal opportunities and making the application process as inclusive and accessible as possible.

What happens after I apply?

We are looking to appoint **five members** to the Network Reference Forum.

Thursday 29 October 2026, 5pm	Closing date for applications
Week beginning 9 November 2026	Short online interviews for shortlisted applicants
By 16 November 2026	We expect to confirm appointments

How will applications be assessed?

We will review applications using five criteria.

1. Your experience and what you could contribute (30%)

We will look at the experiences, knowledge and perspectives you could bring to the Forum. These may come from your personal life, community involvement, work, volunteering, research or other activities.

2. Listening to and understanding different perspectives (25%)

We will look at your ability to listen to others, understand different experiences and consider views that may be different from your own. You do not need to represent a particular group or community.

3. Working with others and providing constructive feedback (20%)

We will look at how you work with other people, share your views respectfully, ask questions and provide helpful feedback. We value people who can respectfully challenge ideas as well as work collaboratively.

4. Your interest in joining the Forum (15%)

We will look at why you want to join, your understanding of the Forum's purpose and how you hope to contribute to the Network's work.

5. Promoting the Network and connecting with others (10%)

We will look at your potential and willingness to act as an active ambassador for the PPI Ignite Network. This includes helping to:

- Raise awareness of the Network and its activities.
- Promote meaningful public involvement in research.
- Share information and encourage others to get involved.
- Build connections with different communities, groups and organisations.
- Reach people whose voices may not always be heard in research.

You do not need to have existing contacts or formal networks. We are interested in your ideas, enthusiasm and willingness to help.

We encourage you to apply

You do not need to have previous research experience or meet every example listed in this information.

We value different experiences, backgrounds and perspectives.

If you are interested in helping to shape the PPI Ignite Network, improving public involvement in research and encouraging more people to get involved, we would like to hear from you.

Applications close at 5pm on Thursday 29 October 2026.

For questions or support with applying, email **hello@ppiignite.ie**.

END