



Volunteer Position

STANDARD SETTING COMMITTEE MEMBER

Annual Time Commitment



Expertise Level



Group Interaction Level



What to Expect if Selected

Participate in a one-time session (either a 2-day in-person, or a 1-day virtual meeting) and engage in activities and discussions to recommend an exam's passing standard (cut score). Subject-matter expertise is applied throughout this work which is used to determine the minimal exam score needed to qualify for certification.

Time Commitment

8-16 hours (not including travel time, if applicable)

Terms

Single-meeting event (this is an ad-hoc committee).

Qualifications & Expertise

- Earned the associated PNCB credential within the past 2-3 years and maintains credential in an active status.
- Maintains subject-matter expertise by working at least 16 hours per week in a role relating to the credential. Practice hours can be direct (hands-on care of patients) or indirect (nursing roles that impact patient care and influence nursing practice through roles such as management, teaching, research, or consultation).
- Attests to NO conflicts of interest, which precludes:
 - 1) serving in a compensated/salaried role as PNP program faculty or having oversight of a program related to the credential (not applicable to CPN or PMHS, see this [infographic](#) for further details);
 - 2) current involvement in activities to prepare candidates for the related credential, such as writing materials for, or teaching in, prep or review course(s) or authoring review texts;
 - 3) writing items for a non-PNCB credentialing exam.

Group Interaction Level

A **moderate** level of group interaction is expected. Committee members are expected to share information, opinions, and experience in a professional and respectful way during meetings and complete some work independently. Expectations for group interactions are guided by the Volunteer Handbook.

Detailed Responsibilities

- Attend PNCB's Standard Setting Committee meeting (a 2-day in-person, or a 1-day virtual).
- Participate in group discussions to create a working definition of 'minimal competence' or 'minimal qualification' for the certification credential.
- Comply with directions provided by the facilitator to rate the difficulty level of exam items.
- Participate in committee discussions related to ratings, and following discussions, consider whether re-rating of any items is warranted.
- Recognize PNCB's ownership of all exam content seen during the meeting by complying with the terms of PNCB's confidentiality agreement and exercising appropriate safeguards to fully ensure nondisclosure of exam items, and committee's discussions, recommendations, and decisions.

Support

- Facilitator guidance throughout process.

Benefits

- Paid travel, hotel, and meals if the event is in-person.
- \$150 PNCB voucher (to apply towards recertification fees or CE modules).

Additional Requirements

Must sign a Volunteer Agreement which includes attesting to confidentiality and no conflicts of interest.

Explore more about how this role is integral to the entire exam development process!
Visit PNCB's [How are PNCB certification exams developed?](#) web page for more information.

PNCB's Commitment to [Diversity, Equity & Inclusion](#)

At the heart of PNCB volunteerism is encouraging nurses from all walks of life to come together to elevate child health. Data inform us that our specialty is overwhelmingly Caucasian and female; a core goal of our new strategic plan is to cultivate a diverse, equitable, and inclusive community that fosters a sense of purpose, provides fulfillment, and supports a growing community of pediatric professionals. We value and seek diverse applicants as defined by race, ethnicity, gender, religion, age, sexual orientation, nationality, disability, appearance, professional level, etc. to apply to join our volunteer opportunities.