



Liaison Group Chair Role Description

RCOG Liaison Groups (LGs) are made up of international College members resident in the UK, or College members with a strong interest in a specific country. Each group is known as the RCOG (country) Liaison Group.

Role and responsibilities

- To lead the work of the LG in line with the terms of reference.
- To serve as a member of the relevant International Representative Committee (IRC) providing support to IRC activity as outlined in the collaboration framework agreement and work to support IRC educational activities in country as required.
- To lead the process to appoint LG Committee members to support the activity of the LG, being inclusive of all College members with a strong interest in the country.
- Where there is a corresponding IRC, to attend quarterly meetings with College representatives with the IRC Chair and report to the College on LG activities.
- To attend the Annual IRC and LG chairs meeting when hosted in the UK.
- To ensure that LG activities are carried out in line with relevant College policies and UK laws and regulations.
- Uphold the RCOG values of high standards, inclusiveness, innovation, trust and openness.
- To observe the RCOG Code of Conduct which provides clear expectations on how members, trainees, professionals and other representatives of the RCOG ('the College') conduct themselves. <https://www.rcog.org.uk/about-us/policies/code-of-conduct/>
- The role description will be re-evaluated at the end of the term.

Person specification

- A Fellow or Member of the RCOG
- To be up to date with their membership subscription fee
- Registered with a license to practice with the General Medical Council
- In active clinical practice
- Able to work at a strategic level
- Understanding of and experience with College activity, processes and structures
- Leadership and influencing skills
- Experience of working in collaboration with other organisations
- Can demonstrate experience, knowledge and networks within the country of the Liaison Group.

Eligibility

- Clear and defined connection with the country
- Can only hold the position once

Duration of role

- Three years (subject to annual review)



Key working relationships

- Chair of the aligned IRC
- CEO
- Senior Vice President for Global Health
- International Council Representative for region
- Executive Director of Membership, Global and Governance
- Director of Membership
- Membership Engagement Manager
- Membership Engagement Officer
- Membership Engagement Coordinator

Time commitment

- The LG Chair will be required to join quarterly meetings with the IRC Chair, CEO, Senior Vice President for Global Health and International Council Representative together with relevant College staff.
- The LG Chair will join relevant IRC meetings to ensure effective management with the activities of the IRC.

Application process

Applicants should complete the application form and supporting statement [here online](#) and provide a **brief CV of no more than two sides of A4.**

Please email your CV to international@rcog.org.uk with the subject: **Liaison Group Chair application – CV** by the application deadline.

Shortlisted candidates will be invited for an online interview.