



# RCOG Councillor

## Role description

<b>Role Title</b>	<b>UK and Republic of Ireland Councillor</b>
<b>Reporting to</b>	Council
<b>Duration and Dates of Appointment</b>	<b>Members:</b> 4 year term <b>Fellows:</b> 3 years term with possibility to stand for a further 3 year term (maximum 6 years)
<b>Main Responsibilities</b>	
<p>The role of RCOG Councillor carries significant professional responsibility.</p> <p>As a Councillor you will advocate for the College and the profession and take an active role in the College including attending Council meetings and relevant committee meetings.</p> <p>You will be responsible, as part of Council, for developing, reinforcing and championing College policies and activities on clinical and professional matters for women's health and will promote the College's aim 'to set standards to improve women's health and the clinical practice of obstetrics and gynaecology in the British Isles and across the world'.</p> <p>You will be the conduit of communication between your constituents and the College and represent your constituents' voice on Council. You will respond to local issues on behalf of and in collaboration with the College and raise key issues with the College on behalf of your region.</p> <p>Equally you will present the College's position and priorities back to your constituents. You will engage with your constituents, encouraging them to take part in College activities both locally and at the RCOG.</p>	



In addition you may be invited to represent the College or liaise with regional NHS strategic groups on services and clinical standards, ensuring that RCOG' policies are implemented, and influencing change. The College should be made aware of all such approaches so it can provide appropriate guidance and briefings.

This is a high profile and rewarding role with significant opportunities to develop influential regional networks with a high level of members' engagement that brings about change locally and nationally. You will be able to influence RCOG policy to benefit your region through Council and representation on key committees.

## **RESPONSIBILITIES**

### **Council**

To:

1. act as the RCOG's representative in your region along with the other Fellow or Member Councillor in the region
2. attend Council meetings (of which there are five per year; attendance at two thirds is compulsory)
3. attend a minimum of three admissions ceremonies per year
4. report to Council annually on the activities within your region
5. sit on and contribute to a number of College committee meetings (The College has 60+ standing committees and many will have 1 or 2 representatives from Council).

### **Regional**

To:

6. communicate with Fellows and Members in your region on important issues and act as Council's voice in the region and promote College positions and initiatives
7. be available for face to face or virtual discussions with members in the region on issues they would like discussed at Council
8. complement the devolved nations structure set up a virtual regional group or a physical regional committee to discuss local issues and strengthen communication with constituents in the region



9. engage actively with SAS LEDs in the region
10. encourage local Fellows and Members to take part in the College's activities regionally such as regional groups/committees and conferences
11. encourage local constituents to take part in activities such as College' committees and to stand for election to Council
12. formally handover to your successor on demitting office, including introductions to key players in your region

**RCOG**

To:

13. support professional and clinical standards for the region on behalf of the RCOG
14. assist the RCOG by providing local knowledge to inform College policies and business.
15. ensure that local job descriptions and person specifications for NHS consultant's posts in O & G have been drafted in accordance with RCOG guidance ensuring the process is undertaken in a timely manner. Amend and approve job descriptions in a timely manner.
16. act as RCOG representative at external meetings and media enquiries if required working closely with RCOG to ensure messages are in line with guidance and briefings provided by RCOG.

**Personal:**

You will be expected to:

17. commit to the RCOG values – trust, inclusiveness, openness, innovation and high standards.
18. commit to the College's work to improve diversity, equity and inclusion
19. comply with the RCOG Code of Conduct
20. comply with relevant College policies
21. advocate for the College and the profession and at all times, outwardly support and reinforce agreed College positions



### Time Commitment

This role carries significant professional responsibility and time will be required away from your work base which will need to be agreed with your Clinical and / or Medical Director.

- Formal induction day
- Council meetings five times a year, of which a minimum of 60% must be attended
- Five Admission Ceremonies (usually held the day before Council meetings) of which a minimum of two must be attended
- Commitment to some additional RCOG committee work will be required
- Attendance at other conferences and meetings within the region three times a year
- Regional Committee or virtual regional group meetings twice a year
- Approval of job descriptions - on average there are 14 of these per annum - for which training will be given
- Attendance at RCOG Official dinners held to coincide with Council meetings (optional)

### Evaluation of the Role and Training

- On election there will be an official induction to the post and annual appraisal thereafter which contributes to your whole practice appraisal for revalidation.
- Appropriate training will be provided by the RCOG.
- Support for media training where applicable



## Person specification

Qualifications/Training
<p><b>Essential</b></p> <ul style="list-style-type: none"><li>• Member or Fellow in active practice and in good standing</li><li>• Member or Fellow of relevant Constituency and nominated in writing by at least three Fellows (for a Fellow's vacancy) or three Members (for a Member's vacancy) of the same Constituency</li><li>• Up to date knowledge of <i>Good Medical Practice</i> (GMC)</li></ul>
Key Skills / Attributes helpful for the role
<p>First-class leadership skills with strong personal presence, credibility and confidence</p> <ul style="list-style-type: none"><li>• Understanding of the current climate of the NHS</li><li>• Successfully led teams, projects or changes</li><li>• Good communication, interpersonal and personnel development skills</li><li>• Good written and presentation skills</li><li>• Good negotiating skills</li><li>• Knowledge of College' activities and ability to represent the College effectively</li><li>• Ability to advocate for College locally and internationally</li><li>• Up to date knowledge of the NHS</li></ul>