

British Society of Abortion Care Providers

Trainee Representative - Job Description

Outline of the role

The Trainee Representative will have specific responsibility to work with the Chair(s), Officers and Staff to ensure that BSACP is fully appraised of the trainee perspective and represents trainees.

The Trainee Representative will support the Chair(s) and contribute to the overall goals of the BSACP.

The Trainee Representative is a member of the BSACP Council by virtue of their position.

Responsibilities of the role

The Trainee Representative will have the following responsibilities:

1. To work with the Chair(s), Officers and the Staff to ensure that BSACP and its aims are supported at all times.
2. To be responsible for the following areas of BSACP work:
 - a. To ensure that BSACP is fully appraised of the trainee's situation in respect of abortion care
 - b. To represent BSACP trainee members working in all countries of the UK

Reports to:

Chair(s) and Council

Main duties:

1. Attend 80% of Council meetings (in person and online)
2. Provide a trainee report at Council meetings if called on to do so
3. Main point of reference for the Staff for matters relating to trainees
4. Act as a spokesperson for BSACP for matters relating to trainees
5. Advise the Chair(s), Officers and Council on all matters relating to their area of responsibility in a timely manner
6. Conform to BSACP policies and procedures

These duties may change from time to time by agreement.

Key working relationships:

- Chair(s) and other Officers/Council members
- Staff

Commitments:

- The Trainee Representative will promote BSACP membership among trainees
- The Trainee Representative is required to attend the BSACP Council, the Annual General Meeting and other relevant committees.

Terms:

The trainee representative must currently be a clinician in training and be active in the delivery of abortion care as a particular interest within their training programme.

The Trainee Representative shall hold office for two years. Election takes place at the Annual General Meeting of the Society. Should training be completed during the term of office, the trainee representative should stand down and the post should be made open for a replacement trainee representative within one year.

The position is not remunerated, although BSACP will reimburse travel and subsistence expenses incurred when on official duties.

Skills and attributes:

It would be desirable for candidates for election to the role of Trainee Representative to demonstrate that they are of good standing and have:

- a good understanding of the workings of BSACP
- good communication skills
- the respect of peers