

Title	Scotland Committee FSRH (SCFSRH) member
Reporting to	Chair of SCFRSH
About SCFSRH	<p>The SCFSRH reports to FSRH Council. It exists to:</p> <ul style="list-style-type: none"> ▶ Promote the work of the FSRH and raise the profile of FSRH in Scotland ▶ Provide FSRH with an understanding of the Scottish context and challenges which may be different from other devolved nations ▶ Support FSRH in identifying contextualising and responding to Scottish issues ▶ Support implementation of FSRH vision and FSRH policies ▶ Provide support for clinical leadership in SRH across territorial Health Boards ▶ Contribute to local, regional and national policy development and implementation ▶ Support best practice by contributing to and implementation of relevant standards, guideline and policy development ▶ Share good practice, ideas and challenges between members and to clinicians in SRH across Scotland ▶ Ensure SCFSRH is representative of Scottish members' needs ▶ Run annual SRH update meeting for GP and other members in Scotland ▶ Act as an expert resource for Scottish FSRH FRTs and general training TPDs as required
Committee Member Job Purpose	To contribute with the work of the Committee bringing in perspectives from their own professional field.
Key Duties and Responsibilities	<ul style="list-style-type: none"> ● To attend, in person or by teleconference, bi-annual Committee meetings. ● If unable to attend a meeting in person or remotely, to identify a deputy to attend where possible. When that is not possible read the meeting papers and feedback to the chair as appropriate in advance of the meeting.

	<ul style="list-style-type: none"> ● To provide a board update at least one week prior to committee meetings. ● To read meeting papers prior to the meeting. ● To participate in voting at committee meetings when required. ● To carry out actions assigned to the his/herself in the agreed timeframe. ● To participate in the creation and delivery of the committee work plan. ● To promote the work of the FSRH and raise the profile of FSRH within the local board or staff group represented. ● To support implementation of the FSRH vision and FSRH policies within the local board or staff group represented. ● To be key in the dissemination and implementation of FSRH standards and guidelines within the local board or staff group represented. ● To respond to relevant consultations of local, regional and national policy development. ● To respond to other requests from the chair of the SCFSRH. ● To support the implementation of all the committee's objectives
Person Specification	<ul style="list-style-type: none"> ● Working within the field of SRH ● work within a sexual health ● Good communication skills ● Approachable and ability to cascade information appropriately, canvas opinions and network ● Time agreed within job plan and support from service for the role
Eligibility – criteria	<ul style="list-style-type: none"> ● Be a member by qualification (Diplomate, Fellow or Member) of the FSRH or working towards this. ● Working in the local NHS board or staff group represented
Workload	<ul style="list-style-type: none"> ● The workload varies from month to month with the majority being prior to and immediately post committee meetings. ● It is important for members to be engaged with the work of FSRH and the Scottish committee. If a member is not able to attend either in person or via teleconference, they are expected to read the papers, and comment on them as appropriate. ● If a committee member fails to attend repeated meetings or send a deputy (unless there are mitigating circumstances) they will be asked if they wish to continue as a member. ● There is an expectation that members will take on work between committees. ● If commitments change a committee member should consider stepping down thus creating a vacancy

<p>FSRH support/working together</p>	<p>The committee is serviced by an administrator/assistant who will assist with the ongoing workload of the committee in general, and who will liaise with members of the committee regarding their responsibilities.</p> <p>Travel and subsistence expenses incurred on official duties is reimbursed according to the FSRH policy in effect at the time.</p>
<p>Process/next steps</p>	<ul style="list-style-type: none"> ● The post will be advertised initially to FSRH members with a job description and person specification followed by interview by Committee members, CEO and FSRH Officer. If no suitable applicants consideration can be given to extending the tenure of the exiting post holder ● The appointment of a SCFSRH member will be through application and then an interview by Committee members, CEO and FSRH Officer ● Scotland committee members will normally serve for a 3-year term, with an option to serve a second 3-year term, subject to the agreement of the FSRH Officers. Trainee members will usually serve a two year term.

Last Updated: 03 October 2019

Edited and Confirmed by Dr Alison Scott, SCFSRH Chair on 03 October 2019