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Terms of Reference

Gender Equity in Medicine Reference Group (GEMRG)

**TERMS OF REFERENCE FOR THE ESTABLISHMENT AND MAINTENANCE
OF A REFERENCE GROUP OF THE COLLEGE TO BE KNOWN AS THE
'GENDER EQUITY IN MEDICINE REFERENCE GROUP'**

Approved by the Board on 10 July 2020

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1. INTRODUCTION AND PURPOSE

The College's Gender Equity in Medicine Reference Group (GEMRG) has been established by the Fellowship Committee (FC) to extend engagement of fellows and trainees with leadership roles or interest in gender equity, increase the impact of the Gender Equity Working Group (GEMWG) and contribute to positive change within the College and wider health system.

2. ROLE AND RESPONSIBILITIES

2.1. The role and responsibilities of the GEMRG are to:

- 2.1.1. Provide input, advice and solutions to the FC and GEMWG on Gender Equity in Medicine (GEM) issues, experiences and barriers for consideration;
- 2.1.2. Provide member insights into gender equity/inequity experiences and their implications/impact on our Fellows and trainees;
- 2.1.3. Advocate for and represent the views and perspectives of our College membership in matters and activities relating to GEM;
- 2.1.4. Consider GEM matters and offer recommendations to the FC and GEMWG on what matters or activities to prioritise;
- 2.1.5. Review and provide feedback as required to the FC and GEMWG on our College's GEM work and activities
- 2.1.6. Contribute to the College's wider leadership in gender equity.

2.2. The Reference Group will operate in accordance with:

- 2.2.1. These Terms of Reference
- 2.2.2. The Governance of College Bodies By-Law
- 2.2.3. The College's policies and procedures, including the *Working Together* and *Code of Conduct* policies.

3. EXTENT OF AUTHORITY

The GEMRG is an advisory and consultative body only and does not have authority to:

- 3.1. Approve output
- 3.2. Convene without prior approval
- 3.3. Speak on behalf of the College without prior approval

4. MEMBERSHIP

- 4.1. The GEMRG shall comprise College members with an interest in gender equity. There is no cap on membership of this group.
- 4.2. The Fellowship Committee may determine to appoint a 'Convener' to lead the GEMRG.
- 4.3. The establishment of this group will be promoted across our College
- 4.4. Membership will cease when:

- 4.4.1.1. A member resigns;
- 4.4.1.2. A member breaches our College's policies or procedures

5. DURATION

- 5.1 The GEMRG will be established for a period of 12 months from the date of the first GEMWG meeting.
- 5.2 After that time, the FC will review its effectiveness and determine whether to extend its term, revise the Terms of Reference or close the group.

6. FREQUENCY AND LOCATION

- 6.1. Regular or routine meetings of the GEMRG are not planned. Ad hoc meetings via video/teleconference may be arranged with FC approval.

7. REPORTING

- 7.1. The GEMRG will report to the FC.
- 7.2. The GEMRG will provide the FC and GEMWG with briefing updates and reports as requested or required.

8. DEFINITIONS

“College”	means The Royal Australasian College of Physicians (ACN 000 039 047), an incorporated body limited by guarantee.
“Fellow”	means a Fellow of the College.
“Trainee”	means a person who is undertaking a program of Basic Training or Advanced Training approved by the College in order to gain Fellowship of a Division, Chapter or Faculty of the College.
“College Member”	means a Fellow or a Trainee
“Co-opted Member”	means an individual who is not a Fellow, Trainee or Director of the College and has the appropriate level of business skills and knowledge required.

Approved by the Board on 10 July 2020

Date of Establishment: 10 July 2020

Date of most recent amendment: