

Position Description for the Australasian Faculty of Public Health Medicine (AFPHM)

Role	Deputy Chair
Reports to	AFPHM Trainee Committee
Location	Australia and Aotearoa New Zealand

Purpose of the Role

To assist the Chair, AFPHM Trainee Committee (AFPHM FtC) in guiding the training experience and provide direction and leadership to the Australasian Faculty of Public Health Medicine Trainee Committee (AFPHM FtC) as Deputy Chair of the Committee. The Deputy Chair, AFPHM FtC is a member of AFPHM Council.

Key Stakeholders and Relationships

Faculty President, Faculty Council, Faculty Trainee Committee, Fellows and Trainees of the AFPHM

Context of the Position

The AFPHM Terms of Reference guide the AFPHM Trainee Committee operations, responsibilities and functions. The AFPHM Trainee Committee represents the regions' AFPHM trainees and advocates on their behalf in matters of selection, training, assessment, supervision, and the overall educational experience.

Essential Attributes

- Be a registered trainee in the Advanced Training Program of the Australasian Faculty of Public Health Medicine (AFPHM)
- Resident in Australia or Aotearoa New Zealand
- Be fully conversant with the RACP's Constitution, AFPHM By-laws and the RACP Strategic Plan, and the AFPHM strategic and business plans
- Demonstrated experience in leadership and understanding of governance
- Demonstrated understanding of the medical education environment
- Attitudes of cooperation and positivity and high standards of ethical behaviour
- Strong administrative and organisational skills
- Commitment to quality assurance and continuous development

Key Responsibilities

- Attend AFPHM Trainee Committee meetings and preside over these meetings in the absence of the Chair.
- Determine AFPHM Trainee Committee's priorities and develop the AFPHM Trainee Committee work plan.
- Coordinate, implement and monitor the activities of the AFPHM Trainee Committee work plan.
- Contribute to the development of the AFPHM work plan aligned with the RACP Strategic Plan.
- Adhere to the RACP's policies, including prevention of discrimination and harassment

Extent of Authority

Members of the AFPHM Trainee Committee have access to the staff of the Faculty for provision of professional advice and secretariat support. Staff are line managed by the RACP Chief Executive Officer on the basis of agreed work plans and resources as approved by the Board.