

Position Description for the Australasian Chapter of Sexual Health Medicine (AChSHM) Trainee Representative

Role	Trainee Representative
Reports to	AChSHM President
Location	Australia and Aotearoa New Zealand

Purpose of the Role
To represent AChSHM trainees on the AChSHM Committee and to support the Chapter President in guiding the governance framework and direction of the Chapter in a mutually co-operative and consultative atmosphere.

Context of the Position
The AChPM has a [By-law](#) to guide its operations. The AChSHM Committee has a responsibility to manage the affairs of the Chapter and, where appropriate, a leadership and supportive role for Fellows in their Continuing Professional Development.

Chapter Committee members report to the Chapter President, who is accountable to the President of the Adult Medicine Division.

Key Stakeholders and Relationships
Chapter President, AChSHM Committee members, Chapter Fellows and trainees, and College staff.

Responsibilities and Functions of the Chapter Committee
The AChSHM Committee has responsibility for receiving and providing advice and direction on:

- Education in Sexual Health Medicine, including programs for trainees and Continuing Professional Development.
- Health policy, professional affairs and other matters relevant to Sexual Health Medicine.

Essential Attributes

- Trainee of the Australasian Chapter of Sexual Health Medicine
- Be conversant with the Chapter's By-law, RACP Strategic Plan, and AChPM Committee work plan
- Demonstrated experience in leadership
- Demonstrated understanding of the medical education environment
- Ability to lead a team
- Experience and demonstrated effectiveness at developing a team and valuing all members
- Attitudes of cooperation and positivity and high standards of ethical behaviours
- Strong administrative and organisational skills
- Commitment to quality assurance and continuous development
- Demonstrated high level written and oral communication skills.

Key Responsibilities

- Assist in establishing and further developing the Chapter
- Assist in aligning the AChSHM work plan with the Strategic Plan of the College
- Assist in ensuring that all sub-committees and all working groups of the Chapter work productively and harmoniously
- Attend meetings of the Chapter Committee and other College bodies, as required

Extent of Authority
The Trainee Representative has access to the staff of the College for provision of secretariat support and professional advice. These staff are line-managed by the CEO on the basis of agreed work plans and resources as approved by the RACP Board.