

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

Role	Aotearoa New Zealand Councillor
Reports to	AFPHEM Council
Location	Australia and Aotearoa New Zealand

Purpose of the Role

To assist the AFPHEM President and Council in guiding the governance framework and direction of the AFPHEM in a mutually co-operative and consultative atmosphere.

Key Stakeholders and Relationships

Faculty President, Faculty Council members, Fellows and Trainees of the AFPHEM.

Context of the Position

- The AFPHEM By-laws guide the AFPHEM Council's operations, responsibilities and functions. The AFPHEM Council has responsibility for the AFPHEM educational and Continuing Professional Development Programs, policy and advocacy pertaining to Public Health Medicine, and a leadership and supportive role for Fellows and Trainees.
- AFPHEM Council members report to the AFPHEM Council and are accountable to the AFPHEM.

Essential Attributes

- Fellowship of the AFPHEM
- Resident in Aotearoa New Zealand
- Be fully conversant with the RACP's Constitution, AFPHEM By-laws and the RACP Strategic Plan, and the AFPHEM 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

- Ensure good governance of the AFPHEM
- Assist in aligning the AFPHEM strategic and business plans to the Strategic Plan of the RACP
- Assist in ensuring that all sub-committees and all working groups of the AFPHEM work productively and harmoniously
- Adhere to the RACP's policies, including prevention of discrimination and harassment

Extent of Authority

Members of the AFPHEM Council 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.