

Trainee Representative, College Learning Series Committee (Adult Medicine) - Position Description

Purpose of the Position
The CLS Committee (Adult Medicine) is seeking a new Trainee Representative. The successful candidate will be enrolled in Adult Medicine basic training. In this role, they will represent the Adult Medicine Division (AMD) Basic Training cohort and provide a user's perspective on the College Learning Series (CLS). Feedback provided by the Trainee Representative will aid the ongoing development of the CLS.
Key Stakeholders and Relationships
CLS Committee (Adult Medicine) members; CLS Product Manager (and team); College Trainees Committee.
Context of the Position
▪ The College Learning Series (CLS) is a comprehensive, online lecture series that supports Basic Trainees and reflects the curriculum. ▪ CLS Committee (Adult Medicine) governs the Adult Medicine stream of the program. Its key functions are to ensure that the annual lecture list reflects the renewed Adult Medicine Basic Training curriculum; to nominate lecturers, and to oversee content review. ▪ All approved content is uploaded to the CLS website ▪ The feedback provided by the Trainee Representative, on behalf of the Basic Trainee cohort, will enhance the CLS program and assist the development of future annual lecture schedules. ▪ The appointee will assist the Committee to identify gaps in the CLS program. ▪ The position is supported by the CLS Product Manager and Program Officers in the RACP Professional Practice Team. ▪ The appointed position will be for a period of two years, which can be extended to four years, but only if at the time of reappointment, the appointee is no further advanced than first year advanced training. This position has been created specifically so the CLS Committee can receive input from the members that the program targets. ▪ There are no geographical requirements for this role, as it can be undertaken remotely. There will be one face-to-face meeting each year in Sydney, which the College will provide financial support for the appointee to attend.
Essential Attributes
▪ Enrolled in Adult Medicine basic training. ▪ Demonstrated understanding of the medical education environment. ▪ Demonstrated experience in leadership. ▪ Strong links with trainees in different settings. ▪ Strong organisational skills. ▪ Attitudes of cooperation and positivity, and high standards of ethical behaviour. ▪ Interest in eLearning.

Key Responsibilities

- Provide feedback for the CLS program from the perspective of a trainee.
- Link with other trainees to discuss the CLS and then consolidate and represent those views to the CLS Committee (Adult Medicine).
- Provide a trainee perspective on training and examinations.
- Provide strategic advice to the College on the development of the Adult Medicine stream of the CLS.
- Attend CLS Committee (Adult Medicine) meetings (via videoconference) quarterly.
- Attend annual Face to Face meeting (day of discussion and planning).
- Develop good working relationships with CLS Committee members.
- Assist in ensuring the CLS Adult Medicine stream works harmoniously with the CLS Paediatrics & Child Health stream.
- Adhere to the RACP's policies on prevention of [discrimination and harassment](#), [conflict of interest](#) and the [RACP Code of Conduct](#). The RACP will provide a College Body Induction upon appointment to this role.

Extent of Authority

The position will have access to dedicated RACP staff for logistical and operations support. These staff members will have access to the broader expertise within the RACP (Digital Learning, IT, legal, communications).