

## **ROLE AND RESPONSIBILITIES DESCRIPTION**

### **WORKFORCE & TRAINING SECRETARY**

The Workforce & Training Secretary is a member of the Association's Council.

It is the responsibility of the Workforce & Training Secretary to anticipate the need for consultants and specialists in the infection specialties, and estimate any gap between this need and the number of anticipated new CCT holders.

The Workforce and Training Secretary will be responsible for:

- Providing authoritative advice to the Federation of Royal Colleges of Physicians of the United Kingdom and to the Royal College of Pathologists.
- Responding to consultation documents issued by the Royal Colleges, General Medical Council, Health Education England, Centre for Workforce Intelligence and others.
- Supporting trainees through involvement in the development of training curricula, and the delivery of specialist examinations.
- Encouraging trainees to be fully involved in the organisation, supporting a proactive trainee sub-committee, with educational initiatives and research opportunities.

The term of office is 3 years and the post is elected from the general membership of the Association. The post-holder may be re-elected for a further 3-year term