RCPI Trainees’ Committee – Description of Roles

Please note in most cases members can apply for MORE THAN 1 role

**Chair (HST)**
The Chair of the Trainees’ Committee is responsible for operations within the committee and corresponding with its members. The Chair organises meetings and reports to council. The chairperson also sits on the advisory committee, the representative group for all faculties and institutes within the college and attends the Forum Trainee Subcommittee. The chairperson may be called upon to advise the college on important trainee matters and be available for public representation. Duties may also involve writing and overseeing minutes of meetings. The Chair must have had at least one year’s membership in the Trainees’ Committee.

**Vice Chair and STC lead (HST)**
The Vice Chair assists the chair in the activities of the committee and also attends the advisory committee. The Vice Chair is available in the event that the chair cannot attend or represent at meetings. The STC lead role involves communicating with the STC representatives on matters related to training. Any changes made at the STCs should be reported to the Trainees’ Committee via the STC lead and discussed at the Trainees’ Committee meetings. The Vice Chair is also responsible for Trainee Representatives. The Vice Chair must have at least one year’s Trainees’ Committee membership.

**Examinations Committee Representative (HST or BST)**
This representative engages with the committee on changes to and maintenance of all RCPI examinations. The committee meets approximately four times per year. The examinations representative may be called upon to organise a speaker for MRCPI conferrals.

**Library Committee Representative (HST or BST)**
The role of the Trainees’ Committee library representative involves acting as a liaison between the RCPI library committee and the Trainees’ Committee. The library committee meets two to three times a year and has a variety of members, including physicians and historians who have an interest in the history of the college and the library. This role is an interesting and novel role for a trainee.

The Library Committee Representative role is also responsible for Trainee Day, including the Trainee Awards. This requires the Trainees’ Committee members to help organise the event with the chair. The representative helps shortlist and judge the awards.

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**Communications and Digital Strategy Representative (2 roles: 1 HST and 1 BST)**

The role is involved in communicating the activities of the Trainees’ Committee and RCPI in matters relating to training. These representatives will play an active part in promoting and engaging with the virtual learning environment or digital education platform. Ideally representatives should be enthusiastic social media users and willing to help the RCPI communication group to improve trainee engagement. These roles will include involvement in peer learning initiatives e.g. reviewing and marking submissions on a monthly basis, and developing opportunities for digital peer education.

**Forum Representatives (HST)**

- 2 – Medicine (1 ICMHT rep and 1 IAM STC rep, see roles below)
- 2 – Paediatrics
- 2 - Obstetrics & Gynaecology
- 1 – Histopathology
- 1 - Public Health
- 1 - Occupational Health

The role of the Forum trainee representatives is to represent the trainees of their relative Institute/Faculty on the Forum Trainee Subcommittee. They are expected to raise relevant issues at Forum and seek views on any relevant items from their trainee group or the Trainees’ Committee, as appropriate. They are expected to regularly attend the Forum Trainee Sub Committee meetings which meet at least four times each calendar year. In previous years, the Forum has been actively involved in issues related to consultant contracts and the MacCraith review.

**ICHMT and Forum Medicine Representative (HST)**

The ICHMT oversees the delivery of postgraduate medical training. It covers all of the medical specialities and the national specialty directors of each are on the committee. The scope of the ICHMT is broad and includes curricular oversight, supervision and inspection of training sites, and management of training structure and trainee progression. As the trainee representative on the ICHMT, your role is to ensure that the trainee perspective is heard when discussing the business of the ICHMT. This role also involves acting as a conduit between the Trainees’ Committee and ICHMT. As this role involves a significant input into medical training, the representative will also attend Forum as a representative for trainees of medicine specialities. Ideally this representative should have one year of Trainees’ Committee membership. A particular component of the role is involvement in peer learning initiatives e.g. reviewing and marking submissions on a monthly basis for a BST prize and facilitating virtual journal clubs.

**Internal Acute Medicine (IAM) STC and Forum Medicine Representative (HST)**

This is the representative to the specialist trainee committee (STC) of internal acute medicine (IAM) and therefore the representative should be engaged in a dual HST programme. This role involves representing views of trainees at this important committee, which is undergoing significant change. The IAM representative will also attend the Forum meetings as a representative for Medicine. A component of the role is involvement in peer learning initiatives e.g. reviewing and marking submissions on a monthly basis for a BST prize and facilitating virtual journal clubs.

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Physician Health and Wellbeing Leads (1 HST and 1 BST)
Recognising the stresses that trainees face, these roles provide support to trainees and help promote health and wellbeing among trainees. They do so by initiating and/or driving key projects in the H&WB area, thus, keeping it a central focus of the College’s activities. In recent years, these roles have been supported by a H&WB subcommittee.

BST Representatives (BST)
1 – BST GIM
1 - BST Obstetrics & Gynaecology
1 - BST Paediatrics
1 - BST Histopathology

The role of the BST representative is to communicate any relevant issues within their BST Specialty to the Trainees’ Committee, to feedback content and to seek views on any relevant items to their relative specialty, as appropriate. These representatives will play an active part in promoting and engaging with The Physician Network.

RCPI Hospital Trainee Leads (non-elected role – HST or BST year 2)
These roles involve engaging with the local hospital trainee reps and therefore representatives act as an interface between training at a local level and the Trainees’ Committee/RCPI. This would involve communicating with representatives and obtaining relevant feedback, which should be reported to the Trainees’ Committee. You may also be asked to disseminate important information to hospitals trainees. You may be asked to sit on committees within RCPI and to review submissions for awards such as The Corrigan Medal, The David Mitchell Award, The William Stokes Award and Dr Kate McGarry awards.

- All members must attend meetings regularly, failure to do so will result in removal of the members name from the Trainees’ Committee and all correspondence. This decision will be made by the chairperson.
- Members must be ready to represent trainee viewpoints and participate actively.
- Opinions expressed by members at meeting must be respected.
- You may be asked to have your photograph taken for the RCPI website.

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