

RCGP Republic of Ireland Faculty Vice Chair

Value & Engagement role description

RCGP Faculty vision

A forward-thinking, inclusive and collaborative local GP network that nurtures grassroots engagement, creating a welcoming environment where everyone's voice is valued.

Purpose

Work with the Faculty to build local networks, enhance the Faculty member offer and expand the reach of the Faculty.

Work collaboratively with the Faculty team to ensure budgets are managed effectively and expenditure aligns with approved priorities, policies, and strategic objectives.

Support the Faculty Chair to establish a welcoming, inclusive and nurturing environment.

Work with the Faculty team and Faculty Chair to oversee value to members, ensuring there is an equitable local member offer.

Support the local Faculty team to deliver transparent local elections and encourage participation from eligible and interested members.

Signpost Faculty Board members to the Faculty Byelaws and College policies, and champion adherence to these locally to facilitate a fair and inclusive environment..

Term

3-year term, renewable once subject to confirmatory vote by the Faculty Board pending outcome of open election.

Eligibility and experience

Essential

- Full member of RCGP
- Evidence of commitment to RCGP charitable objectives and strategic priorities
- Practicing or residing within the boundaries of the Faculty Board
- Must have actively participated on a Faculty Board for at least 12 months prior to election, ideally attending 2 out of previous 4 meetings at point of nomination.

Desirable

- Demonstrable collaborative working and networking ability.

How this role supports RCGP

The Faculty Vice Chair for Member Value oversees the local Faculty offer ensuring that these are equitable and align with the organisation's charitable aims. By supporting a fair and inclusive environment this role enables the Faculty to be representative of its local members and their needs.

What you'll gain

This role offers an opportunity to build and demonstrate strong leadership and management capabilities, while further developing advanced communication and interpersonal skills. The Faculty Vice Chair Value & Engagement can help shape the support and opportunities available to local members and encourage a more connected professional community.

Main duties

- Work with the Faculty Team to review budgetary spend to ensure value for money and ensure support and services provided by the local Faculty meets local members' needs.
- Working with the Faculty Chair, champion Faculty adherence to RCGP policies, frameworks and guidance including Declaration of Interests and the Members' Code of Conduct.
- Working with the National Engagement Manager and in collaboration with the Faculty Chair, have oversight and ensure the effective governance, probity and transparency of all local Faculty elections and appointments, ensuring a fair, inclusive and transparent process.
- Build connections with local networks to develop the influence of the Faculty within the professional community and identify opportunities for collaboration.
- Maintain regular contact with the Faculty Support Officer and National Engagement Manager to progress actions between meetings.

- Support a welcoming and inclusive environment for all members and participants at Faculty Board meetings.
- With reference to the Faculty Governance Handbook, champion policies and ensure behaviour standards.
- Communicate and embody the member code of conduct at all meetings.
- Feedback local concerns and achievements through national forums, or via the regional/national manager where appropriate.
- Deputise for the Faculty Chair at meetings, as required.

It is appreciated that this role is voluntary, however meeting attendance is fundamental for the Leadership roles to be effective.

Non-attendance of more than two Faculty board meetings in any one year, should trigger a faculty review on the capacity of the person to fulfil the role as Faculty Officer.

Time commitment

Flexible; estimated to be 1-2 days per month on average to include:

- regular email correspondence
- quarterly Faculty meeting attendance
- ad hoc local and national meetings as required

Election

Ballot of all local members within the Faculty boundary.

Self-nomination including a candidate statement of no more than 500 words.

Induction and support

- Online induction resources relevant to all RCGP Advocates.
- Bespoke induction meeting with their National/Regional manager to clarify expectations, as well as discuss personal aspirations.
- A buddy scheme with existing / former Faculty Chair, available on request.
- Ad hoc national briefing as required.
- Regular contact with local Faculty management support team.