



## Vice President for Training

### **Role Description**

**Term of Office:** 3 years, following 1 year in Elect position

### **Context**

The British Cardiovascular Society (BCS) is a membership organisation with charitable status. The BCS is the voice for all those working in the fields of cardiovascular care and research in the UK; we aim to represent and support both the professionals who work in cardiology and the patients for whom we want to encourage the best possible treatment. Our mission includes enhancing and maintaining the highest standards in training, education, and research for the benefit of patients and to be the primary source of professional advice and advocacy in the prevention, diagnosis and treatment of cardiovascular disease.

The Vice President for Training is a Trustee of the Society, a Company Director and a member of the BCS Board, Executive and Council. The BCS Board of Trustees has oversight of the legal context and governance of the Society, setting and approving the strategy of the Society. The Executive implements the strategy and develops the operational policy. The Council addresses policy matters relating to the stakeholders of the BCS. All are chaired by the President.

### **Responsibilities**

#### ***General***

As a Trustee of the BCS the President, all Vice Presidents and the Honorary Secretary are, along with the non-executive Trustees, responsible for ensuring the effective performance of the BCS and that the BCS meets its legal obligations.

All Trustees are expected to:

- work in partnership with other Trustees and the Executive Group to achieve the objectives of the BCS
- act as high level representatives for the BCS

Each Trustee is an equal member of the Board and has the same responsibility as the other trustees for delivering its core aims, values and mission, and ensuring that there is compliance with its charitable status.

#### ***Specifics***

The Vice President for Training is responsible for the strategic development of the cardiovascular training of doctors and other health care professionals who work within the disciplines represented by the BCS and its Affiliated Societies. They should lead for the Society on all training issues and liaise closely with the Vice President for Education. They should have extensive experience of working in the SAC and will be expected to stand for the chairship of the SAC.

The Vice President for Training will:

- Set the agenda for, and chair, the Training Committee

- Attend BCS meetings (internal and external), as required, to explore and deliver the training agenda
- Work closely with the Cardiology SAC and the Joint Royal Colleges Postgraduate Training Board (JRCPTB)
- Attend and participate in the Royal College of Physicians Cardiology Senior Officers (3 meetings a year)
- Work closely with the British Junior Cardiologists Association
- Work with the European Society of Cardiology and UEMS-CS (Union of European Medical Specialties - Cardiology Section) in developing and delivering the EEGC (European Examination in General Cardiology) for UK cardiology trainees.

## **Meetings**

The Vice President Training will:

- Attend meetings of and provide regular reports to:
  - the Board (4 meetings per year)
  - the Professional Executive (4 meetings per year)
  - The Operational Executive (8 meetings per year)
  - Council (3 meeting per year)
  - the AGM (June meeting at BCS Conference)

In-person attendance for some (likely to be once a year) Board and Council meetings at the BCS Offices in Fitzroy Square, London is required; other Board and Council meetings will be virtual. Most other types of meeting will be held virtually.

***Officers and committee members are required to attend at least 75% of meetings.***

In between Board meetings, the Vice President for Training may be expected to:

- meet and/or engage by email or phone, with the President, Chief Executive, and other BCS Officers, staff, and volunteers as necessary
- Manage assignments designated by the President
- Represent the Society as requested by the President

## ***Time Commitment***

In addition to attendance at the meetings set out above, it is anticipated that the Vice President for Training is likely to require approximately 10-12 hours per month to fulfil BCS responsibilities.

## ***Support***

Appropriate administration support will be provided by BCS staff, who are based in the BCS offices in Fitzroy Square. There is access to meeting rooms, as required, for BCS business.

Induction and training will be provided (and must be undertaken) with regard to wider Trustee responsibilities.

## ***Eligibility***

Those standing for election must:

- be an Ordinary Member of the Society
- have served as a member of SAC (and it is preferable to have served as a member of the BCS Council, a member of a committee of the Society, or as an Officer of one of the Affiliated Societies)

- have the support of his/her employer (Chief Executive Officer) at his/her normal place of work and meet the time commitments set out
- be able to commit to the broad remit and duties of the post
- be able to commit to additional SAC and JRCPTB duties if elected as SAC Chair
- have no criminal record or ongoing disciplinary issues
- declare any conflicts of interest
- be nominated and seconded by Ordinary Members of the BCS
- submit a personal statement relevant to the post
- be approved by the Election Committee as fulfilling the relevant person specification and job description
- be elected by a ballot of Ordinary Members of the Society