

## NIAA Trainee Representative ROLE DESCRIPTION

<b>Role Title:</b>	NIAA Trainee Representative (x 2)
<b>Directorate:</b>	RCoA Clinical Quality & Research
<b>Responsible to:</b>	NIAA Academic Training Co-ordinator
<b>Main function</b>	To represent the interests of all trainees involved in research or pursuing an academic component to their training
<b>Key relationships:</b>	NIAA Academic Training Co-ordinator, NIAA Research Council Chair, Director and Deputy Director of the HSRC, RCoA Director of Clinical Quality & Research, NIAA & HSRC Administrative Team

### SPECIFIC DUTIES AND RESPONSIBILITIES

- Attend and represent trainee interests at all NIAA Research Council Meetings
- Attend and represent trainee interests at all NIAA Strategy Meetings
- Attend and represent trainee interests at the HSRC Executive Management Board meetings
- Represent the NIAA and academic trainees at the RCoA and the Association of Anaesthetists' respective Anaesthetists in Training committee meetings and report back to the NIAA
- Support the development of and participate in relevant external meetings and events, e.g. *Introduction to Academic Anaesthesia* and *Anaesthesia Research*
- Attend relevant national meetings, in particular those from the founding partners, to represent the NIAA and promote academic training
- Produce reports on external meetings on request
- Give presentations on the work of the NIAA, when required
- Work with the NIAA Academic Training Co-ordinator to develop and implement the NIAA Strategy and provide support to any projects which may originate from the NIAA Strategy
- Work with other relevant organisations such as RCoA and the Association to further the interests of academic trainees
- Work with the Research and Audit Federation of Trainees (RAFT) to support the development of the trainee networks and associated projects
- Work in collaboration with the RAFT committee to ensure broad representation of all trainees' academic interests
- If required, assist with organising courses/meetings for the benefit of trainees.

### Remuneration

There is no direct or backfill payment for the role. Travel costs and expenses will be covered for attendance and participation in meetings and events in line with RCoA expenses policy.

### Period of commencement and operation

Recruitment will be for two Trainee Representatives. The post holders will commence their duties from autumn 2021 for a period of three years with a review at the end of this time and the potential to continue for one further year. Trainees will need to have at least 2 years left prior to CCT upon commencement of the



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role. The role requires an average commitment to attend regular meetings every 1-2 months; however, some flexibility will be possible.

Dates of regular upcoming NIAA and HSRC meetings can be found [here](#).

### **June 2021**