

Position Description for the Australasian Faculty of Public Health Medicine (AFPHEM) President-elect

Role	President-elect
Reports to	AFPHEM Council
Location	Australia and Aotearoa New Zealand

Purpose of the Role

To assist the AFPHEM President in guiding the governance framework and direction of the Faculty in a mutually co-operative and consultative atmosphere.

Key Stakeholders and Relationships

Faculty President, Faculty Council members, Fellows and Trainees of the AFPHEM, and College staff.

Context of the Position

- The [AFPHEM Council By-law](#) guides the AFPHEM Council's operations, responsibilities and functions. The AFPHEM Council has responsibility for the AFPHEM educational and Continuing Professional Development Programs, policy and advocacy pertaining to Public Health Medicine, and a leadership and supportive role for Fellows and Trainees.
- The AFPHEM President-elect becomes President of the AFPHEM when the incumbent's term finishes.
- The AFPHEM President-elect reports to the AFPHEM Council, which is accountable to the RACP Board of Directors.

Essential Attributes

- Resident in Australia or Aotearoa New Zealand
- Fellowship of the AFPHEM
- Be fully conversant with the RACP's Constitution, AFPHEM Council By-law, and the RACP Strategic Plan
- Demonstrated experience in leadership
- Demonstrated understanding of the medical education environment
- Ability to lead a team
- Experience and demonstrated effectiveness in developing a team and valuing all members
- Attitudes of cooperation and positivity and high standards of ethical behaviour
- Strong administrative and organisational skills
- Commitment to quality assurance and continuous development
- Demonstrated high level written and oral communication skills.

Key Responsibilities

- Chair AFPHEM Council meetings in the absence of the AFPHEM President
- Assist in further developing the AFPHEM
- Ensure good governance of the AFPHEM
- Assist in aligning the AFPHEM Council work plan with the RACP's Strategic Plan
- Attend AFPHEM meetings and official functions
- Assist in ensuring that all sub-committees and working groups of the AFPHEM work productively and harmoniously
- Assist in ensuring that the AFPHEM works productively with all RACP teams
- Assist in ensuring that the AFPHEM works productively with the College Policy and Advocacy Council (CPAC) and the AFPHEM Policy and Advocacy Committee (FPAC)
- Ensure that AFPHEM members adhere to the RACP's policies on prevention of discrimination and harassment.

Extent of Authority

Members of the AFPHEM Council have access to the staff of the Faculty for provision of professional advice and secretariat support. Staff are line managed by the RACP Chief Executive Officer on the basis of agreed work plans and resources as approved by the Board.

Position Description for the Australasian Faculty of Public Health Medicine (AFPHEM) Aotearoa New Zealand Councillor

Role	Aotearoa New Zealand Councillor
Reports to	AFPHEM Council
Location	Aotearoa New Zealand

Purpose of the Role

To assist the AFPHEM President and Council in guiding the governance framework and direction of the AFPHEM in a mutually co-operative and consultative atmosphere.

Key Stakeholders and Relationships

Faculty President, Faculty Council members, Fellows and Trainees of the AFPHEM.

Context of the Position

- The [AFPHEM Council By-law](#) guides the AFPHEM Council's operations, responsibilities and functions. The AFPHEM Council has responsibility for the AFPHEM educational and Continuing Professional Development Programs, policy and advocacy pertaining to Public Health Medicine, and a leadership and supportive role for Fellows and Trainees.
- AFPHEM Council members report to the AFPHEM Council and are accountable to the AFPHEM.

Essential Attributes

- Fellowship of the AFPHEM
- Resident in Aotearoa New Zealand
- Be fully conversant with the RACP's Constitution, AFPHEM Council By-law, RACP Strategic Plan, and the AFPHEM Council work plan
- Demonstrated experience in leadership and understanding of governance
- Demonstrated understanding of the medical education environment
- Attitudes of cooperation and positivity and high standards of ethical behaviour
- Strong administrative and organisational skills
- Commitment to quality assurance and continuous development.

Key Responsibilities

- Ensure good governance of the AFPHEM
- Assist in aligning the AFPHEM Council work plan to the Strategic Plan of the RACP
- Assist in ensuring that all sub-committees and all working groups of the AFPHEM work productively and harmoniously
- Adhere to the RACP's policies, including prevention of discrimination and harassment.

Extent of Authority

Members of the AFPHEM Council have access to the staff of the Faculty for provision of professional advice and secretariat support. Staff are line managed by the RACP Chief Executive Officer on the basis of agreed work plans and resources as approved by the Board.

Position Description for the Australasian Faculty of Public Health Medicine (AFPHEM) Australian Councillor

Role	Australian Councillor
Reports to	AFPHEM Council
Location	Australia

Purpose of the Role

To assist the AFPHEM President and Council in guiding the governance framework and direction of the AFPHEM in a mutually co-operative and consultative atmosphere.

Key Stakeholders and Relationships

Faculty President, Faculty Council members, Fellows and Trainees of the AFPHEM.

Context of the Position

- The [AFPHEM Council By-law](#) guides the AFPHEM Council's operations, responsibilities and functions. The AFPHEM Council has responsibility for the AFPHEM educational and Continuing Professional Development Programs, policy and advocacy pertaining to Public Health Medicine, and a leadership and supportive role for Fellows and Trainees.
- AFPHEM Council members report to the AFPHEM Council and are accountable to the AFPHEM.

Essential Attributes

- Fellowship of the AFPHEM
- Resident in Australia
- Be fully conversant with the RACP's Constitution, AFPHEM Council By-law, RACP Strategic Plan, and the AFPHEM Council work plan
- Demonstrated experience in leadership and understanding of governance
- Demonstrated understanding of the medical education environment
- Attitudes of cooperation and positivity and high standards of ethical behaviour
- Strong administrative and organisational skills
- Commitment to quality assurance and continuous development.

Key Responsibilities

- Ensure good governance of the AFPHEM
- Assist in aligning the AFPHEM Council work plan to the Strategic Plan of the RACP
- Assist in ensuring that all sub-committees and all working groups of the AFPHEM work productively and harmoniously
- Adhere to the RACP's policies, including prevention of discrimination and harassment.

Extent of Authority

Members of the AFPHEM Council have access to the staff of the Faculty for provision of professional advice and secretariat support. Staff are line managed by the RACP Chief Executive Officer on the basis of agreed work plans and resources as approved by the Board.