

**Position Description for the
New South Wales/Australian Capital Territory Committee**

Role	New South Wales/Australian Capital Territory (NSW/ACT) Committee – Adult Medicine Division Representative
Reports to	NSW/ACT Committee
Location	New South Wales/Australian Capital Territory

Role of the Committee

The role of the NSW/ACT Committee includes:

- a) Advocate for and lead the development of New South Wales/Australian Capital Territory based policy priorities.
- b) Facilitate effective connections with New South Wales/Australian Capital Territory governments and advocate on behalf of the College, Fellows and trainees with health or other portfolio Ministers on locally based issues.
- c) Contribute to College wide policy through nomination and participation on the College Policy Advocacy Committee (CPAC) to represent New South Wales/Australian Capital Territory perspectives and to strategically shape the College's policy and advocacy agenda - including bringing locally based policy challenges to the attention of CPAC.
- d) Advocate for and promote College-wide education policy priorities within New South Wales/Australian Capital Territory with Fellows, trainees, health authorities and relevant stakeholders.
- e) Contribute to College wide strategic direction through nomination and participation on the College Council to represent New South Wales/Australian Capital Territory perspectives and to strategically shape the College's strategic agenda - including bringing locally based policy challenges to the attention of the Council.
- f) Enable positive interactions and liaison points with health-related organisations and regulators to support initiatives that improve health outcomes for local communities and maintain standards of the profession for local Fellows and trainees.
- g) Seek to represent the College in the media on local issues following receipt of approval via the College's media evaluation process.
- h) Recommend College representatives for nomination on external New South Wales/Australian Capital Territory bodies to the RACP President for approval.
- i) Facilitate and promote educational opportunities and deliver locally organised education forums for Fellows and trainees within New South Wales/Australian Capital Territory.
- j) Provide insights to the College Education Committee and the Continuing Professional Development Committee on the needs of New South Wales/Australian Capital Territory members.

A member of the Committee is elected by the NSW/ACT Committee members as the Chair

Duties

- To act with the degree of care and diligence that a reasonable person might be expected to show in the role.
- To act in good faith in the best interests of the College and for a proper purpose, including avoiding conflicts of interest, and to disclose any conflicts if they arise – a duty of fidelity and trust to the College and its Membership.
- To not improperly use the position to gain an advantage for themselves or someone else or to the detriment of the College or its Membership.
- To not improperly use the information gained in the course of their duties to gain an advantage for themselves or someone else or to the detriment to the College or its Membership.

Skills and Capabilities

The skills and capabilities required in a State and Territory Committee member of the College include:

- belief in, and commitment to, the values, mission and objectives of the College;
- the ability to work as a constructive member of a State and Territory Committee where all members bear equal and joint responsibility for the decisions made, the value that is added to the organisation and the conduct of the Committee as a whole;
- judgement and wisdom to monitor and oversee the work of the College's management without becoming involved in managing the operational responsibilities that the Board has delegated to the CEO and in turn to the State and Territory staff;
- the capability to think strategically and analytically;
- the ability to present ideas succinctly and to focus on the matters of prime importance;
- the ability to bring an independent mind to bear on all committee matters;
- knowledge of the principles and practice of good governance; and
- the ability to relate to NSW/ACT Committee Members and College employees with courtesy and respect, while engaging in searching debate, appropriate questioning, and analysis of the organisation's performance.

Performance Expectations of Members

In accordance with legal requirements and ethical standards, Committee members shall act in the following manner:

- Use the powers of their office for proper purposes and discharge their duties honestly and in good faith.
- Take all reasonable steps to ensure the College is operating legally, efficiently, and effectively in achieving its goals.
- Attend all NSW/ACT Committee meeting wherever possible, being aware that absence does not excuse a committee member from their duties and responsibilities.
- Be diligent and adequately prepared for all committee deliberations.
- Understand the role of the NSW/ACT Committee and the responsibilities of Committee members.
- Be familiar with the NSW/ACT Committees' Induction Handbook, the College strategy, the Constitution, and its By- laws, College policies and other relevant material.

Time Commitment

A member of the NSW/ACT Committee should be prepared to make the following commitment of time and energy:

- Between 5-6 meetings per year of 2 hours meetings of those:
 - 1 face to face
 - Up to 5 via video conference 2 x ½ videoconference or 1-day face-to-face Committee members induction day.
- College Ceremonies if held in their respective State and Territory.
- Attendance at NSW/ACT Committee meetings as required.
- Time to attend ad hoc teleconferences and emails associated with NSW/ACT Committee business.
- Committee members may be expected to chair an educational event or webinars and
- Committee members may also be called upon to represent the College at annual scientific meetings of their specific State and Territory or other duties when called upon.

Remuneration and Benefits

Annual Remuneration The role of any NSW/ACT Committee Member is unpaid.

Travel & other expenses

- All travel and accommodation expenses are covered for attendance at the one Face to Face NSW/ACT Committee meeting per year. This will be in accordance with the College Travel Policy
- Reasonable out of pocket travel expenses will be reimbursed.

Position Description for the New South Wales/Australian Capital Territory Regional Committee

Role	New South Wales/Australian Capital Territory (NSW/ACT) Regional Committee – Faculties Representative
Reports to	NSW/ACT Regional Committee
Location	New South Wales/Australian Capital Territory

Role of the Committee

The role of the NSW/ACT Regional Committee includes:

- a) Advocate for and lead the development of New South Wales/Australian Capital Territory based policy priorities.
- b) Facilitate effective connections with New South Wales/Australian Capital Territory governments and advocate on behalf of the College, Fellows and trainees with health or other portfolio Ministers on locally based issues.
- c) Contribute to College wide policy through nomination and participation on the College Policy Advocacy Committee (CPAC) to represent New South Wales/Australian Capital Territory perspectives and to strategically shape the College’s policy and advocacy agenda - including bringing locally based policy challenges to the attention of CPAC.
- d) Advocate for and promote College-wide education policy priorities within New South Wales/Australian Capital Territory with Fellows, trainees, health authorities and relevant stakeholders.
- e) Contribute to College wide strategic direction through nomination and participation on the College Council to represent New South Wales/Australian Capital Territory perspectives and to strategically shape the College’s strategic agenda - including bringing locally based policy challenges to the attention of the Council.
- f) Enable positive interactions and liaison points with health-related organisations and regulators to support initiatives that improve health outcomes for local communities and maintain standards of the profession for local Fellows and trainees.
- g) Seek to represent the College in the media on local issues following receipt of approval via the College’s media evaluation process.
- h) Recommend College representatives for nomination on external New South Wales/Australian Capital Territory bodies to the RACP President for approval.
- i) Facilitate and promote educational opportunities and deliver locally organised education forums for Fellows and trainees within New South Wales/Australian Capital Territory.
- j) Provide insights to the College Education Committee and the Continuing Professional Development Committee on the needs of New South Wales/Australian Capital Territory members.

A member of the Committee is elected by the New South Wales/Australian Capital Territory Regional Committee members as the Chair.

Duties

- To act with the degree of care and diligence that a reasonable person might be expected to show in the role.
- To act in good faith in the best interests of the College and for a proper purpose, including avoiding conflicts of interest, and to disclose any conflicts if they arise – a duty of fidelity and trust to the College and its Membership.
- To not improperly use the position to gain an advantage for themselves or someone else or to the detriment of the College or its Membership.
- To not improperly use the information gained in the course of their duties to gain an advantage for themselves or someone else or to the detriment to the College or its Membership.

Skills and Capabilities

The skills and capabilities required in a Regional Committee member of the College include:

- belief in, and commitment to, the values, mission and objectives of the College;
- the ability to work as a constructive member of a Regional Committee where all members bear equal and joint responsibility for the decisions made, the value that is added to the organisation and the conduct of the Committee as a whole;
- judgement and wisdom to monitor and oversee the work of the College's management without becoming involved in managing the operational responsibilities that the Board has delegated to the CEO and in turn to the regional staff;
- the capability to think strategically and analytically;
- the ability to present ideas succinctly and to focus on the matters of prime importance;
- the ability to bring an independent mind to bear on all committee matters;
- knowledge of the principles and practice of good governance; and
- the ability to relate to Regional Committee Members and College employees with courtesy and respect, while engaging in searching debate, appropriate questioning, and analysis of the organisation's performance.

Performance Expectations of Members

In accordance with legal requirements and ethical standards, Committee members shall act in the following manner:

- Use the powers of their office for proper purposes and discharge their duties honestly and in good faith.
- Take all reasonable steps to ensure the College is operating legally, efficiently, and effectively in achieving its goals.
- Attend all Regional Committee meeting wherever possible, being aware that absence does not excuse a committee member from their duties and responsibilities.
- Be diligent and adequately prepared for all committee deliberations.
- Understand the role of the Regional Committee and the responsibilities of Committee members
- Be familiar with the Regional Committees' Induction Handbook, the College strategy, the Constitution and its By- laws, College policies and other relevant material.

Time Commitment

A member of the Regional Committee should be prepared to make the following commitment of time and energy:

- Between 5-6 meetings per year of 2 hours meetings of those:
 - 1 face to face
 - Up to 5 via video conference 2 x ½ videoconference or 1-day face-to-face director induction day.
- College Ceremonies if held in their respective region
- Attendance at Regional Committee meetings as required.
- Time to attend ad hoc teleconferences and emails associated with Regional Committee business.
- Directors may be expected to chair an educational event or webinars and
- Committee members may also be called upon to represent the College at annual scientific meetings of their specific region or other duties when called upon.

Remuneration and Benefits

Annual Remuneration

The role of any Regional Committee Member is unpaid.

Travel & other expenses

- All travel and accommodation expenses are covered for attendance at the one Face to Face NSW/ACT Regional Committee meeting per year. This will be in accordance with the College Travel Policy
- Reasonable out of pocket travel expenses will be reimbursed.

Position Description for the Northern Territory Committee

Role	Northern Territory (NT) Committee – Paediatrics and Child Health Division Representative
Reports to	NT Committee
Location	Northern Territory

Role of the Committee

The role of the NT Committee includes:

- a) Advocate for and lead the development of Northern Territory based policy priorities.
- b) Facilitate effective connections with Northern Territory governments and advocate on behalf of the College, Fellows and trainees with health or other portfolio Ministers on locally based issues.
- c) Contribute to College wide policy through nomination and participation on the College Policy Advocacy Committee (CPAC) to represent Northern Territory perspectives and to strategically shape the College's policy and advocacy agenda - including bringing locally based policy challenges to the attention of CPAC.
- d) Advocate for and promote College-wide education policy priorities within Northern Territory with Fellows, trainees, health authorities and relevant stakeholders.
- e) Contribute to College wide strategic direction through nomination and participation on the College Council to represent Northern Territory perspectives and to strategically shape the College's strategic agenda - including bringing locally based policy challenges to the attention of the Council.
- f) Enable positive interactions and liaison points with health-related organisations and regulators to support initiatives that improve health outcomes for local communities and maintain standards of the profession for local Fellows and trainees.
- g) Seek to represent the College in the media on local issues following receipt of approval via the College's media evaluation process.
- h) Recommend College representatives for nomination on external Northern Territory bodies to the RACP President for approval.
- i) Facilitate and promote educational opportunities and deliver locally organised education forums for Fellows and trainees within Northern Territory.
- j) Provide insights to the College Education Committee and the Continuing Professional Development Committee on the needs of Northern Territory members.

A member of the Committee is elected by the NT Committee members as the Chair

Duties

- To act with the degree of care and diligence that a reasonable person might be expected to show in the role.
- To act in good faith in the best interests of the College and for a proper purpose, including avoiding conflicts of interest, and to disclose any conflicts if they arise – a duty of fidelity and trust to the College and its Membership.
- To not improperly use the position to gain an advantage for themselves or someone else or to the detriment of the College or its Membership.
- To not improperly use the information gained in the course of their duties to gain an advantage for themselves or someone else or to the detriment to the College or its Membership.

Skills and Capabilities

The skills and capabilities required in a State and Territory Committee member of the College include:

- belief in, and commitment to, the values, mission, and objectives of the College;
- the ability to work as a constructive member of a State and Territory Committee where all members bear equal and joint responsibility for the decisions made, the value that is added to the organisation and the conduct of the Committee as a whole;
- judgement and wisdom to monitor and oversee the work of the College's management without becoming involved in managing the operational responsibilities that the Board has delegated to the CEO and in turn to the State and Territory staff;
- the capability to think strategically and analytically;
- the ability to present ideas succinctly and to focus on the matters of prime importance;
- the ability to bring an independent mind to bear on all committee matters;
- knowledge of the principles and practice of good governance; and
- the ability to relate to NT Committee Members and College employees with courtesy and respect, while engaging in searching debate, appropriate questioning, and analysis of the organisation's performance.

Performance Expectations of Members

In accordance with legal requirements and ethical standards, Committee members shall act in the following manner:

- Use the powers of their office for proper purposes and discharge their duties honestly and in good faith.
- Take all reasonable steps to ensure the College is operating legally, efficiently, and effectively in achieving its goals.
- Attend all NT Committee meeting wherever possible, being aware that absence does not excuse a committee member from their duties and responsibilities.
- Be diligent and adequately prepared for all committee deliberations.
- Understand the role of the NT Committee and the responsibilities of Committee members.
- Be familiar with the NT Committees' Induction Handbook, the College strategy, the Constitution, and its By- laws, College policies and other relevant material.

Time Commitment

A member of the NT Committee should be prepared to make the following commitment of time and energy:

- Between 5-6 meetings per year of 2 hours meetings of those:
 - One face to face
 - Up to five via video conference 2 x ½ videoconference or 1-day face-to-face Committee member induction day.
- College Ceremonies if held in their respective State and Territory.
- Attendance at NT Committee meetings as required.
- Time to attend ad hoc teleconferences and emails associated with NT Committee business.
- Committee members may be expected to chair an educational event or webinars and
- Committee members may also be called upon to represent the College at annual scientific meetings of their specific State and Territory or other duties when called upon.

Remuneration and Benefits

Annual Remuneration

The role of any NT Committee Member is unpaid.

Travel & other expenses

- All travel and accommodation expenses are covered for attendance at the one Face to Face NT Committee meeting per year. This will be in accordance with the College Travel Policy
- Reasonable out of pocket travel expenses will be reimbursed.

Position Description for the Northern Territory Committee

Role	Northern Territory (NT) Committee – Adult Medicine Division Representative
Reports to	NT Committee
Location	Northern Territory

Role of the Committee

The role of the NT Committee includes:

- a) Advocate for and lead the development of Northern Territory based policy priorities.
- b) Facilitate effective connections with Northern Territory governments and advocate on behalf of the College, Fellows and trainees with health or other portfolio Ministers on locally based issues.
- c) Contribute to College wide policy through nomination and participation on the College Policy Advocacy Committee (CPAC) to represent Northern Territory perspectives and to strategically shape the College's policy and advocacy agenda - including bringing locally based policy challenges to the attention of CPAC.
- d) Advocate for and promote College-wide education policy priorities within Northern Territory with Fellows, trainees, health authorities and relevant stakeholders.
- e) Contribute to College wide strategic direction through nomination and participation on the College Council to represent Northern Territory perspectives and to strategically shape the College's strategic agenda - including bringing locally based policy challenges to the attention of the Council.
- f) Enable positive interactions and liaison points with health-related organisations and regulators to support initiatives that improve health outcomes for local communities and maintain standards of the profession for local Fellows and trainees.
- g) Seek to represent the College in the media on local issues following receipt of approval via the College's media evaluation process.
- h) Recommend College representatives for nomination on external Northern Territory bodies to the RACP President for approval.
- i) Facilitate and promote educational opportunities and deliver locally organised education forums for Fellows and trainees within Northern Territory.
- j) Provide insights to the College Education Committee and the Continuing Professional Development Committee on the needs of Northern Territory members.

A member of the Committee is elected by the NT Committee members as the Chair

Duties

- To act with the degree of care and diligence that a reasonable person might be expected to show in the role.
- To act in good faith in the best interests of the College and for a proper purpose, including avoiding conflicts of interest, and to disclose any conflicts if they arise – a duty of fidelity and trust to the College and its Membership.
- To not improperly use the position to gain an advantage for themselves or someone else or to the detriment of the College or its Membership.
- To not improperly use the information gained in the course of their duties to gain an advantage for themselves or someone else or to the detriment to the College or its Membership.

Skills and Capabilities

The skills and capabilities required in a State and Territory Committee member of the College include:

- belief in, and commitment to, the values, mission and objectives of the College;
- the ability to work as a constructive member of a State and Territory Committee where all members bear equal and joint responsibility for the decisions made, the value that is added to the organisation and the conduct of the Committee as a whole;
- judgement and wisdom to monitor and oversee the work of the College's management without becoming involved in managing the operational responsibilities that the Board has delegated to the CEO and in turn to the State and Territory staff;
- the capability to think strategically and analytically;
- the ability to present ideas succinctly and to focus on the matters of prime importance;
- the ability to bring an independent mind to bear on all committee matters;
- knowledge of the principles and practice of good governance; and
- the ability to relate to NT Committee Members and College employees with courtesy and respect, while engaging in searching debate, appropriate questioning, and analysis of the organisation's performance.

Performance Expectations of Members

In accordance with legal requirements and ethical standards, Committee members shall act in the following manner:

- Use the powers of their office for proper purposes and discharge their duties honestly and in good faith.
- Take all reasonable steps to ensure the College is operating legally, efficiently, and effectively in achieving its goals.
- Attend all NT Committee meeting wherever possible, being aware that absence does not excuse a committee member from their duties and responsibilities.
- Be diligent and adequately prepared for all committee deliberations.
- Understand the role of the NT Committee and the responsibilities of Committee members.
- Be familiar with the NT Committees' Induction Handbook, the College strategy, the Constitution, and its By- laws, College policies and other relevant material.

Time Commitment

A member of the NT Committee should be prepared to make the following commitment of time and energy:

- Between 5-6 meetings per year of 2 hours meetings of those:
 - 1 face to face
 - Up to 5 via video conference 2 x ½ videoconference or 1-day face-to-face Committee members induction day.
- College Ceremonies if held in their respective State and Territory.
- Attendance at NT Committee meetings as required.
- Time to attend ad hoc teleconferences and emails associated with NT Committee business.
- Committee members may be expected to chair an educational event or webinars and
- Committee members may also be called upon to represent the College at annual scientific meetings of their specific State and Territory or other duties when called upon.

Remuneration and Benefits

Annual Remuneration

The role of any NT Committee Member is unpaid.

Travel & other expenses

- All travel and accommodation expenses are covered for attendance at the one Face to Face NT Committee meeting per year. This will be in accordance with the College Travel Policy
- Reasonable out of pocket travel expenses will be reimbursed.

Position Description for the South Australian Committee

Role	South Australian (SA) Committee – Paediatrics and Child Health Division Representative
Reports to	SA Committee
Location	South Australia

Role of the Committee

The role of the SA Committee includes:

- a) Advocate for and lead the development of South Australian based policy priorities.
- b) Facilitate effective connections with South Australian governments and advocate on behalf of the College, Fellows and trainees with health or other portfolio Ministers on locally based issues.
- c) Contribute to College wide policy through nomination and participation on the College Policy Advocacy Committee (CPAC) to represent South Australian perspectives and to strategically shape the College's policy and advocacy agenda - including bringing locally based policy challenges to the attention of CPAC.
- d) Advocate for and promote College-wide education policy priorities within South Australia with Fellows, trainees, health authorities and relevant stakeholders.
- e) Contribute to College wide strategic direction through nomination and participation on the College Council to represent South Australian perspectives and to strategically shape the College's strategic agenda - including bringing locally based policy challenges to the attention of the Council.
- f) Enable positive interactions and liaison points with health-related organisations and regulators to support initiatives that improve health outcomes for local communities and maintain standards of the profession for local Fellows and trainees.
- g) Seek to represent the College in the media on local issues following receipt of approval via the College's media evaluation process.
- h) Recommend College representatives for nomination on external South Australian bodies to the RACP President for approval.
- i) Facilitate and promote educational opportunities and deliver locally organised education forums for Fellows and trainees within South Australia.
- j) Provide insights to the College Education Committee and the Continuing Professional Development Committee on the needs of South Australian members.

A member of the Committee is elected by the SA Committee members as the Chair

Duties

- To act with the degree of care and diligence that a reasonable person might be expected to show in the role.
- To act in good faith in the best interests of the College and for a proper purpose, including avoiding conflicts of interest, and to disclose any conflicts if they arise – a duty of fidelity and trust to the College and its Membership.
- To not improperly use the position to gain an advantage for themselves or someone else or to the detriment of the College or its Membership.
- To not improperly use the information gained in the course of their duties to gain an advantage for themselves or someone else or to the detriment to the College or its Membership.

Skills and Capabilities

The skills and capabilities required in a State and Territory Committee member of the College include:

- belief in, and commitment to, the values, mission, and objectives of the College;
- the ability to work as a constructive member of a State and Territory Committee where all members bear equal and joint responsibility for the decisions made, the value that is added to the organisation and the conduct of the Committee as a whole;
- judgement and wisdom to monitor and oversee the work of the College's management without becoming involved in managing the operational responsibilities that the Board has delegated to the CEO and in turn to the State and Territory staff;
- the capability to think strategically and analytically;
- the ability to present ideas succinctly and to focus on the matters of prime importance;
- the ability to bring an independent mind to bear on all committee matters;
- knowledge of the principles and practice of good governance; and
- the ability to relate to SA Committee Members and College employees with courtesy and respect, while engaging in searching debate, appropriate questioning, and analysis of the organisation's performance.

Performance Expectations of Members

In accordance with legal requirements and ethical standards, Committee members shall act in the following manner:

- Use the powers of their office for proper purposes and discharge their duties honestly and in good faith.
- Take all reasonable steps to ensure the College is operating legally, efficiently, and effectively in achieving its goals.
- Attend all SA Committee meeting wherever possible, being aware that absence does not excuse a committee member from their duties and responsibilities.
- Be diligent and adequately prepared for all committee deliberations.
- Understand the role of the SA Committee and the responsibilities of Committee members.
- Be familiar with the SA Committees' Induction Handbook, the College strategy, the Constitution, and its By- laws, College policies and other relevant material.

Time Commitment

A member of the SA Committee should be prepared to make the following commitment of time and energy:

- Between 5-6 meetings per year of 2 hours meetings of those:
 - One face to face
 - Up to five via video conference 2 x ½ videoconference or 1-day face-to-face Committee member induction day.
- College Ceremonies if held in their respective State and Territory.
- Attendance at SA Committee meetings as required.
- Time to attend ad hoc teleconferences and emails associated with SA Committee business.
- Committee members may be expected to chair an educational event or webinars and
- Committee members may also be called upon to represent the College at annual scientific meetings of their specific State and Territory or other duties when called upon.

Remuneration and Benefits

Annual Remuneration

The role of any SA Committee Member is unpaid.

Travel & other expenses

- All travel and accommodation expenses are covered for attendance at the one Face to Face SA Committee meeting per year. This will be in accordance with the College Travel Policy
- Reasonable out of pocket travel expenses will be reimbursed.

Position Description for the Tasmania (TAS) Committee

Role	TAS Committee – Paediatrics and Child Health Division Representative
Reports to	TAS Committee
Location	Tasmania

Role of the Committee

The role of the TAS Committee includes:

- a) Advocate for and lead the development of Tasmanian based policy priorities.
- b) Facilitate effective connections with Tasmanian governments and advocate on behalf of the College, Fellows and trainees with health or other portfolio Ministers on locally based issues.
- c) Contribute to College wide policy through nomination and participation on the College Policy Advocacy Committee (CPAC) to represent Tasmanian perspectives and to strategically shape the College’s policy and advocacy agenda - including bringing locally based policy challenges to the attention of CPAC.
- d) Advocate for and promote College-wide education policy priorities within Tasmania with Fellows, trainees, health authorities and relevant stakeholders.
- e) Contribute to College wide strategic direction through nomination and participation on the College Council to represent Tasmanian perspectives and to strategically shape the College’s strategic agenda - including bringing locally based policy challenges to the attention of the Council.
- f) Enable positive interactions and liaison points with health-related organisations and regulators to support initiatives that improve health outcomes for local communities and maintain standards of the profession for local Fellows and trainees.
- g) Seek to represent the College in the media on local issues following receipt of approval via the College’s media evaluation process.
- h) Recommend College representatives for nomination on external Tasmanian bodies to the RACP President for approval.
- i) Facilitate and promote educational opportunities and deliver locally organised education forums for Fellows and trainees within Tasmania.
- j) Provide insights to the College Education Committee and the Continuing Professional Development Committee on the needs of Tasmanian members.

A member of the Committee is elected by the TAS Committee members as the Chair

Duties

- To act with the degree of care and diligence that a reasonable person might be expected to show in the role.
- To act in good faith in the best interests of the College and for a proper purpose, including avoiding conflicts of interest, and to disclose any conflicts if they arise – a duty of fidelity and trust to the College and its Membership.
- To not improperly use the position to gain an advantage for themselves or someone else or to the detriment of the College or its Membership.
- To not improperly use the information gained in the course of their duties to gain an advantage for themselves or someone else or to the detriment to the College or its Membership.

Position Description for the Tasmania Committee

Role	Tasmania (TAS) Committee – Adult Medicine Division Representative
Reports to	TAS Committee
Location	Tasmania

Role of the Committee

The role of the TAS Committee includes:

- a) Advocate for and lead the development of Tasmania based policy priorities.
- b) Facilitate effective connections with Tasmania governments and advocate on behalf of the College, Fellows and trainees with health or other portfolio Ministers on locally based issues.
- c) Contribute to College wide policy through nomination and participation on the College Policy Advocacy Committee (CPAC) to represent Tasmania perspectives and to strategically shape the College's policy and advocacy agenda - including bringing locally based policy challenges to the attention of CPAC.
- d) Advocate for and promote College-wide education policy priorities within Tasmania with Fellows, trainees, health authorities and relevant stakeholders.
- e) Contribute to College wide strategic direction through nomination and participation on the College Council to represent Tasmania perspectives and to strategically shape the College's strategic agenda - including bringing locally based policy challenges to the attention of the Council.
- f) Enable positive interactions and liaison points with health-related organisations and regulators to support initiatives that improve health outcomes for local communities and maintain standards of the profession for local Fellows and trainees.
- g) Seek to represent the College in the media on local issues following receipt of approval via the College's media evaluation process.
- h) Recommend College representatives for nomination on external Tasmania bodies to the RACP President for approval.
- i) Facilitate and promote educational opportunities and deliver locally organised education forums for Fellows and trainees within Tasmania.
- j) Provide insights to the College Education Committee and the Continuing Professional Development Committee on the needs of Tasmania members.

A member of the Committee is elected by the TAS Committee members as the Chair

Duties

- To act with the degree of care and diligence that a reasonable person might be expected to show in the role.
- To act in good faith in the best interests of the College and for a proper purpose, including avoiding conflicts of interest, and to disclose any conflicts if they arise – a duty of fidelity and trust to the College and its Membership.
- To not improperly use the position to gain an advantage for themselves or someone else or to the detriment of the College or its Membership.
- To not improperly use the information gained in the course of their duties to gain an advantage for themselves or someone else or to the detriment to the College or its Membership.

Skills and Capabilities

The skills and capabilities required in a State and Territory Committee member of the College include:

- belief in, and commitment to, the values, mission and objectives of the College;
- the ability to work as a constructive member of a State and Territory Committee where all members bear equal and joint responsibility for the decisions made, the value that is added to the organisation and the conduct of the Committee as a whole;
- judgement and wisdom to monitor and oversee the work of the College's management without becoming involved in managing the operational responsibilities that the Board has delegated to the CEO and in turn to the State and Territory staff;
- the capability to think strategically and analytically;
- the ability to present ideas succinctly and to focus on the matters of prime importance;
- the ability to bring an independent mind to bear on all committee matters;
- knowledge of the principles and practice of good governance; and
- the ability to relate to TAS Committee Members and College employees with courtesy and respect, while engaging in searching debate, appropriate questioning, and analysis of the organisation's performance.

Performance Expectations of Members

In accordance with legal requirements and ethical standards, Committee members shall act in the following manner:

- Use the powers of their office for proper purposes and discharge their duties honestly and in good faith.
- Take all reasonable steps to ensure the College is operating legally, efficiently, and effectively in achieving its goals.
- Attend all TAS Committee meeting wherever possible, being aware that absence does not excuse a committee member from their duties and responsibilities.
- Be diligent and adequately prepared for all committee deliberations.
- Understand the role of the TAS Committee and the responsibilities of Committee members.
- Be familiar with the TAS Committees' Induction Handbook, the College strategy, the Constitution, and its By- laws, College policies and other relevant material.

Time Commitment

A member of the TAS Committee should be prepared to make the following commitment of time and energy:

- Between 5-6 meetings per year of 2 hours meetings of those:
 - 2 face to face
 - Up to 5 via video conference 2 x ½ videoconference or 1-day face-to-face Committee members induction day.
- College Ceremonies if held in their respective State and Territory.
- Attendance at TAS Committee meetings as required.
- Time to attend ad hoc teleconferences and emails associated with TAS Committee business.
- Committee members may be expected to chair an educational event or webinars and
- Committee members may also be called upon to represent the College at annual scientific meetings of their specific State and Territory or other duties when called upon.

Remuneration and Benefits

Annual Remuneration The role of any TAS Committee Member is unpaid.

Travel & other expenses

- All travel and accommodation expenses are covered for attendance at the one Face to Face TAS Committee meeting per year. This will be in accordance with the College Travel Policy
- Reasonable out of pocket travel expenses will be reimbursed.

Skills and Capabilities

The skills and capabilities required in a State and Territory Committee member of the College include:

- belief in, and commitment to, the values, mission, and objectives of the College;
- the ability to work as a constructive member of a State and Territory Committee where all members bear equal and joint responsibility for the decisions made, the value that is added to the organisation and the conduct of the Committee as a whole;
- judgement and wisdom to monitor and oversee the work of the College's management without becoming involved in managing the operational responsibilities that the Board has delegated to the CEO and in turn to the State and Territory staff;
- the capability to think strategically and analytically;
- the ability to present ideas succinctly and to focus on the matters of prime importance;
- the ability to bring an independent mind to bear on all committee matters;
- knowledge of the principles and practice of good governance; and
- the ability to relate to TAS Committee Members and College employees with courtesy and respect, while engaging in searching debate, appropriate questioning, and analysis of the organisation's performance.

Performance Expectations of Members

In accordance with legal requirements and ethical standards, Committee members shall act in the following manner:

- Use the powers of their office for proper purposes and discharge their duties honestly and in good faith.
- Take all reasonable steps to ensure the College is operating legally, efficiently, and effectively in achieving its goals.
- Attend all TAS Committee meeting wherever possible, being aware that absence does not excuse a committee member from their duties and responsibilities.
- Be diligent and adequately prepared for all committee deliberations.
- Understand the role of the TAS Committee and the responsibilities of Committee members.
- Be familiar with the TAS Committees' Induction Handbook, the College strategy, the Constitution, and its By- laws, College policies and other relevant material.

Time Commitment

A member of the TAS Committee should be prepared to make the following commitment of time and energy:

- Between 5-6 meetings per year of 2 hours meetings of those:
 - One face to face
 - Up to five via video conference 2 x ½ videoconference or 1-day face-to-face Committee member induction day.
- College Ceremonies if held in their respective State and Territory.
- Attendance at TAS Committee meetings as required.
- Time to attend ad hoc teleconferences and emails associated with TAS Committee business.
- Committee members may be expected to chair an educational event or webinars and
- Committee members may also be called upon to represent the College at annual scientific meetings of their specific State and Territory or other duties when called upon.

Remuneration and Benefits

Annual Remuneration

The role of any TAS Committee Member is unpaid.

Travel & other expenses

- All travel and accommodation expenses are covered for attendance at the one Face to Face TAS Committee meeting per year. This will be in accordance with the College Travel Policy
- Reasonable out of pocket travel expenses will be reimbursed.

Position Description for the Tasmania Committee

Role	Tasmania (TAS) Regional Committee – Faculties Representative
Reports to	TAS Regional Committee
Location	Tasmania

Role of the Committee

The role of the TAS Regional Committee includes:

- a) Advocate for and lead the development of Tasmania based policy priorities.
- b) Facilitate effective connections with Tasmania governments and advocate on behalf of the College, Fellows and trainees with health or other portfolio Ministers on locally based issues.
- c) Contribute to College wide policy through nomination and participation on the College Policy Advocacy Committee (CPAC) to represent Tasmania perspectives and to strategically shape the College's policy and advocacy agenda - including bringing locally based policy challenges to the attention of CPAC.
- d) Advocate for and promote College-wide education policy priorities within Tasmania with Fellows, trainees, health authorities and relevant stakeholders.
- e) Contribute to College wide strategic direction through nomination and participation on the College Council to represent Tasmania perspectives and to strategically shape the College's strategic agenda - including bringing locally based policy challenges to the attention of the Council.
- f) Enable positive interactions and liaison points with health-related organisations and regulators to support initiatives that improve health outcomes for local communities and maintain standards of the profession for local Fellows and trainees.
- g) Seek to represent the College in the media on local issues following receipt of approval via the College's media evaluation process.
- h) Recommend College representatives for nomination on external Tasmania bodies to the RACP President for approval.
- i) Facilitate and promote educational opportunities and deliver locally organised education forums for Fellows and trainees within Tasmania.
- j) Provide insights to the College Education Committee and the Continuing Professional Development Committee on the needs of Tasmania members.

A member of the Committee is elected by the Tasmania Regional Committee members as the Chair

Duties

- To act with the degree of care and diligence that a reasonable person might be expected to show in the role.
- To act in good faith in the best interests of the College and for a proper purpose, including avoiding conflicts of interest, and to disclose any conflicts if they arise – a duty of fidelity and trust to the College and its Membership.
- To not improperly use the position to gain an advantage for themselves or someone else or to the detriment of the College or its Membership.
- To not improperly use the information gained in the course of their duties to gain an advantage for themselves or someone else or to the detriment to the College or its Membership.

Skills and Capabilities

The skills and capabilities required in a Regional Committee member of the College include:

- belief in, and commitment to, the values, mission and objectives of the College;
- the ability to work as a constructive member of a Regional Committee where all members bear equal and joint responsibility for the decisions made, the value that is added to the organisation and the conduct of the Committee as a whole;
- judgement and wisdom to monitor and oversee the work of the College's management without becoming involved in managing the operational responsibilities that the Board has delegated to the CEO and in turn to the regional staff;
- the capability to think strategically and analytically;
- the ability to present ideas succinctly and to focus on the matters of prime importance;
- the ability to bring an independent mind to bear on all committee matters;
- knowledge of the principles and practice of good governance; and
- the ability to relate to Regional Committee Members and College employees with courtesy and respect, while engaging in searching debate, appropriate questioning, and analysis of the organisation's performance.

Performance Expectations of Members

In accordance with legal requirements and ethical standards, Committee members shall act in the following manner:

- Use the powers of their office for proper purposes and discharge their duties honestly and in good faith.
- Take all reasonable steps to ensure the College is operating legally, efficiently, and effectively in achieving its goals.
- Attend all Regional Committee meeting wherever possible, being aware that absence does not excuse a committee member from their duties and responsibilities.
- Be diligent and adequately prepared for all committee deliberations.
- Understand the role of the Regional Committee and the responsibilities of Committee members
- Be familiar with the Regional Committees' Induction Handbook, the College strategy, the Constitution and its By- laws, College policies and other relevant material.

Time Commitment

A member of the Regional Committee should be prepared to make the following commitment of time and energy:

- Between 5-6 meetings per year of 2 hours meetings of those:
 - 1 face to face
 - Up to 5 via video conference 2 x ½ videoconference or 1-day face-to-face director induction day.
- College Ceremonies if held in their respective region
- Attendance at Regional Committee meetings as required.
- Time to attend ad hoc teleconferences and emails associated with Regional Committee business.
- Directors may be expected to chair an educational event or webinars and
- Committee members may also be called upon to represent the College at annual scientific meetings of their specific region or other duties when called upon.

Remuneration and Benefits

Annual Remuneration

The role of any Regional Committee Member is unpaid.

Travel & other expenses

- All travel and accommodation expenses are covered for attendance at the one Face to Face Regional Committee meeting per year. This will be in accordance with the College Travel Policy
- Reasonable out of pocket travel expenses will be reimbursed.

Position Description for the Victoria Committee

Role	Victoria (VIC) Committee – Paediatrics and Child Health Division Representative
Reports to	VIC Committee
Location	Victoria

Role of the Committee

The role of the VIC Committee includes:

- a) Advocate for and lead the development of Victoria based policy priorities.
- b) Facilitate effective connections with Victoria governments and advocate on behalf of the College, Fellows and trainees with health or other portfolio Ministers on locally based issues.
- c) Contribute to College wide policy through nomination and participation on the College Policy Advocacy Committee (CPAC) to represent Victoria perspectives and to strategically shape the College's policy and advocacy agenda - including bringing locally based policy challenges to the attention of CPAC.
- d) Advocate for and promote College-wide education policy priorities within Victoria with Fellows, trainees, health authorities and relevant stakeholders.
- e) Contribute to College wide strategic direction through nomination and participation on the College Council to represent Victoria perspectives and to strategically shape the College's strategic agenda - including bringing locally based policy challenges to the attention of the Council.
- f) Enable positive interactions and liaison points with health-related organisations and regulators to support initiatives that improve health outcomes for local communities and maintain standards of the profession for local Fellows and trainees.
- g) Seek to represent the College in the media on local issues following receipt of approval via the College's media evaluation process.
- h) Recommend College representatives for nomination on external Victoria bodies to the RACP President for approval.
- i) Facilitate and promote educational opportunities and deliver locally organised education forums for Fellows and trainees within Victoria.
- j) Provide insights to the College Education Committee and the Continuing Professional Development Committee on the needs of Victoria members.

A member of the Committee is elected by the VIC Committee members as the Chair

Duties

- To act with the degree of care and diligence that a reasonable person might be expected to show in the role.
- To act in good faith in the best interests of the College and for a proper purpose, including avoiding conflicts of interest, and to disclose any conflicts if they arise – a duty of fidelity and trust to the College and its Membership.
- To not improperly use the position to gain an advantage for themselves or someone else or to the detriment of the College or its Membership.
- To not improperly use the information gained in the course of their duties to gain an advantage for themselves or someone else or to the detriment to the College or its Membership.

Skills and Capabilities

The skills and capabilities required in a State and Territory Committee member of the College include:

- belief in, and commitment to, the values, mission, and objectives of the College;
- the ability to work as a constructive member of a State and Territory Committee where all members bear equal and joint responsibility for the decisions made, the value that is added to the organisation and the conduct of the Committee as a whole;
- judgement and wisdom to monitor and oversee the work of the College's management without becoming involved in managing the operational responsibilities that the Board has delegated to the CEO and in turn to the State and Territory staff;
- the capability to think strategically and analytically;
- the ability to present ideas succinctly and to focus on the matters of prime importance;
- the ability to bring an independent mind to bear on all committee matters;
- knowledge of the principles and practice of good governance; and
- the ability to relate to VIC Committee Members and College employees with courtesy and respect, while engaging in searching debate, appropriate questioning, and analysis of the organisation's performance.

Performance Expectations of Members

In accordance with legal requirements and ethical standards, Committee members shall act in the following manner:

- Use the powers of their office for proper purposes and discharge their duties honestly and in good faith.
- Take all reasonable steps to ensure the College is operating legally, efficiently, and effectively in achieving its goals.
- Attend all VIC Committee meeting wherever possible, being aware that absence does not excuse a committee member from their duties and responsibilities.
- Be diligent and adequately prepared for all committee deliberations.
- Understand the role of the VIC Committee and the responsibilities of Committee members.
- Be familiar with the VIC Committees' Induction Handbook, the College strategy, the Constitution, and its By- laws, College policies and other relevant material.

Time Commitment

A member of the VIC Committee should be prepared to make the following commitment of time and energy:

- Between 5-6 meetings per year of 2 hours meetings of those:
 - One face to face
 - Up to five via video conference 2 x ½ videoconference or 1-day face-to-face Committee member induction day.
- College Ceremonies if held in their respective State and Territory.
- Attendance at VIC Committee meetings as required.
- Time to attend ad hoc teleconferences and emails associated with VIC Committee business.
- Committee members may be expected to chair an educational event or webinars and
- Committee members may also be called upon to represent the College at annual scientific meetings of their specific State and Territory or other duties when called upon.

Remuneration and Benefits

Annual Remuneration

The role of any VIC Committee Member is unpaid.

Travel & other expenses

- All travel and accommodation expenses are covered for attendance at the one Face to Face VIC Committee meeting per year. This will be in accordance with the College Travel Policy
- Reasonable out of pocket travel expenses will be reimbursed.

Position Description for the Western Australia Committee

Role	Western Australia (WA) Committee – Paediatrics and Child Health Division Representative
Reports to	WA Committee
Location	Western Australia

Role of the Committee

The role of the WA Committee includes:

- a) Advocate for and lead the development of Western Australia based policy priorities.
- b) Facilitate effective connections with Western Australia governments and advocate on behalf of the College, Fellows and trainees with health or other portfolio Ministers on locally based issues.
- c) Contribute to College wide policy through nomination and participation on the College Policy Advocacy Committee (CPAC) to represent Western Australia perspectives and to strategically shape the College's policy and advocacy agenda - including bringing locally based policy challenges to the attention of CPAC.
- d) Advocate for and promote College-wide education policy priorities within Western Australia with Fellows, trainees, health authorities and relevant stakeholders.
- e) Contribute to College wide strategic direction through nomination and participation on the College Council to represent Western Australia perspectives and to strategically shape the College's strategic agenda - including bringing locally based policy challenges to the attention of the Council.
- f) Enable positive interactions and liaison points with health-related organisations and regulators to support initiatives that improve health outcomes for local communities and maintain standards of the profession for local Fellows and trainees.
- g) Seek to represent the College in the media on local issues following receipt of approval via the College's media evaluation process.
- h) Recommend College representatives for nomination on external Western Australia bodies to the RACP President for approval.
- i) Facilitate and promote educational opportunities and deliver locally organised education forums for Fellows and trainees within Western Australia.
- j) Provide insights to the College Education Committee and the Continuing Professional Development Committee on the needs of Western Australia members.

A member of the Committee is elected by the wa Committee members as the Chair

Duties

- To act with the degree of care and diligence that a reasonable person might be expected to show in the role.
- To act in good faith in the best interests of the College and for a proper purpose, including avoiding conflicts of interest, and to disclose any conflicts if they arise – a duty of fidelity and trust to the College and its Membership.
- To not improperly use the position to gain an advantage for themselves or someone else or to the detriment of the College or its Membership.
- To not improperly use the information gained in the course of their duties to gain an advantage for themselves or someone else or to the detriment to the College or its Membership.

Skills and Capabilities

The skills and capabilities required in a State and Territory Committee member of the College include:

- belief in, and commitment to, the values, mission, and objectives of the College;
- the ability to work as a constructive member of a State and Territory Committee where all members bear equal and joint responsibility for the decisions made, the value that is added to the organisation and the conduct of the Committee as a whole;
- judgement and wisdom to monitor and oversee the work of the College's management without becoming involved in managing the operational responsibilities that the Board has delegated to the CEO and in turn to the State and Territory staff;
- the capability to think strategically and analytically;
- the ability to present ideas succinctly and to focus on the matters of prime importance;
- the ability to bring an independent mind to bear on all committee matters;
- knowledge of the principles and practice of good governance; and
- the ability to relate to WA Committee Members and College employees with courtesy and respect, while engaging in searching debate, appropriate questioning, and analysis of the organisation's performance.

Performance Expectations of Members

In accordance with legal requirements and ethical standards, Committee members shall act in the following manner:

- Use the powers of their office for proper purposes and discharge their duties honestly and in good faith.
- Take all reasonable steps to ensure the College is operating legally, efficiently, and effectively in achieving its goals.
- Attend all WA Committee meeting wherever possible, being aware that absence does not excuse a committee member from their duties and responsibilities.
- Be diligent and adequately prepared for all committee deliberations.
- Understand the role of the WA Committee and the responsibilities of Committee members.
- Be familiar with the WA Committees' Induction Handbook, the College strategy, the Constitution, and its By- laws, College policies and other relevant material.

Time Commitment

A member of the WA Committee should be prepared to make the following commitment of time and energy:

- Between 5-6 meetings per year of 2 hours meetings of those:
 - One face to face
 - Up to five via video conference 2 x ½ videoconference or 1-day face-to-face Committee member induction day.
- College Ceremonies if held in their respective State and Territory.
- Attendance at WA Committee meetings as required.
- Time to attend ad hoc teleconferences and emails associated with WA Committee business.
- Committee members may be expected to chair an educational event or webinars and
- Committee members may also be called upon to represent the College at annual scientific meetings of their specific State and Territory or other duties when called upon.

Remuneration and Benefits

Annual Remuneration

The role of any WA Committee Member is unpaid.

Travel & other expenses

- All travel and accommodation expenses are covered for attendance at the one Face to Face WA Committee meeting per year. This will be in accordance with the College Travel Policy
- Reasonable out of pocket travel expenses will be reimbursed.

Position Description for the Western Australia Committee

Role	Western Australia (WA) Committee – Faculties Representative
Reports to	WA Committee
Location	Western Australia

Role of the Committee

The role of the WA Committee includes:

- a) Advocate for and lead the development of Western Australia based policy priorities.
- b) Facilitate effective connections with Western Australia governments and advocate on behalf of the College, Fellows and trainees with health or other portfolio Ministers on locally based issues.
- c) Contribute to College wide policy through nomination and participation on the College Policy Advocacy Committee (CPAC) to represent Western Australia perspectives and to strategically shape the College's policy and advocacy agenda - including bringing locally based policy challenges to the attention of CPAC.
- d) Advocate for and promote College-wide education policy priorities within Western Australia with Fellows, trainees, health authorities and relevant stakeholders.
- e) Contribute to College wide strategic direction through nomination and participation on the College Council to represent Western Australia perspectives and to strategically shape the College's strategic agenda - including bringing locally based policy challenges to the attention of the Council.
- f) Enable positive interactions and liaison points with health-related organisations and regulators to support initiatives that improve health outcomes for local communities and maintain standards of the profession for local Fellows and trainees.
- g) Seek to represent the College in the media on local issues following receipt of approval via the College's media evaluation process.
- h) Recommend College representatives for nomination on external Western Australia bodies to the RACP President for approval.
- i) Facilitate and promote educational opportunities and deliver locally organised education forums for Fellows and trainees within Western Australia.
- j) Provide insights to the College Education Committee and the Continuing Professional Development Committee on the needs of Western Australia members.

A member of the Committee is elected by the WA Committee members as the Chair

Duties

- To act with the degree of care and diligence that a reasonable person might be expected to show in the role.
- To act in good faith in the best interests of the College and for a proper purpose, including avoiding conflicts of interest, and to disclose any conflicts if they arise – a duty of fidelity and trust to the College and its Membership.
- To not improperly use the position to gain an advantage for themselves or someone else or to the detriment of the College or its Membership.
- To not improperly use the information gained in the course of their duties to gain an advantage for themselves or someone else or to the detriment to the College or its Membership.

Skills and Capabilities

The skills and capabilities required in a State and Territory Committee member of the College include:

- belief in, and commitment to, the values, mission and objectives of the College;
- the ability to work as a constructive member of a Western Australia Committee where all members bear equal and joint responsibility for the decisions made, the value that is added to the organisation and the conduct of the Committee as a whole;
- judgement and wisdom to monitor and oversee the work of the College's management without becoming involved in managing the operational responsibilities that the Board has delegated to the CEO and in turn to the State and Territory staff;
- the capability to think strategically and analytically;
- the ability to present ideas succinctly and to focus on the matters of prime importance;
- the ability to bring an independent mind to bear on all committee matters;
- knowledge of the principles and practice of good governance; and
- the ability to relate to WA Committee Members and College employees with courtesy and respect, while engaging in searching debate, appropriate questioning, and analysis of the organisation's performance.

Performance Expectations of Members

In accordance with legal requirements and ethical standards, Committee members shall act in the following manner:

- Use the powers of their office for proper purposes and discharge their duties honestly and in good faith.
- Take all reasonable steps to ensure the College is operating legally, efficiently, and effectively in achieving its goals.
- Attend all WA Committee meeting wherever possible, being aware that absence does not excuse a committee member from their duties and responsibilities.
- Be diligent and adequately prepared for all committee deliberations.
- Understand the role of the WA Committee and the responsibilities of Committee members.
- Be familiar with the WA Committees' Induction Handbook, the College strategy, the Constitution, and its By- laws, College policies and other relevant material.

Time Commitment

A member of the WA Committee should be prepared to make the following commitment of time and energy:

- Between 5-6 meetings per year of 2 hours meetings of those:
 - 1 face to face
 - Up to 5 via video conference 2 x ½ videoconference or 1-day face-to-face Committee members induction day.
- College Ceremonies if held in their respective State and Territory.
- Attendance at WA Committee meetings as required.
- Time to attend ad hoc teleconferences and emails associated with WA Committee business.
- Committee members may be expected to chair an educational event or webinars and
- Committee members may also be called upon to represent the College at annual scientific meetings of their specific State and Territory or other duties when called upon.

Remuneration and Benefits

Annual Remuneration

The role of any WA Committee Member is unpaid.

Travel & other expenses

- All travel and accommodation expenses are covered for attendance at the one Face to Face WA Committee meeting per year. This will be in accordance with the College Travel Policy
- Reasonable out of pocket travel expenses will be reimbursed.