

## We are recruiting a First5 Faculty Lead

<b>Accountable to:</b>	Tamar Faculty Board and The National First5 Committee
<b>Term of Office:</b>	3-5 years
<b>Appointment criteria:</b>	A current First5 member of the College
<b>Election arrangements:</b>	By the local faculty board

### Are you passionate about leading the agenda for early career GPs?

As a First5 Faculty Lead, you will be an elected representative of your local faculty board and form a key part of an energetic and engaged National First5 Committee. You will provide a voice to newly qualified GPs, both locally and nationally, and will improve the experience of our First5 members. You will be involved in embracing First5 member engagement within your faculty and act as the main point of contact for exciting activities and information linked to the First5 cohort.

### What does the role involve?

#### Local:

- Act as a point of contact for First5s locally, addressing any member queries or concerns and signposting where necessary
- Engage with local members throughout their first five years, helping to identify the local needs of First5 members, particularly
- Encourage First5 membership amongst these groups at key transition points (ST3, member renewals period, transition events)
- Provide the vital link between members, local faculty and the wider College
- With the assistance of your local faculty and the Membership Communities team, organise innovative member events tailored to the needs and interests of First5 members (study groups, socials, networking, speed mentoring etc.)
- Identify local First5 needs/ gaps in our member offering and work with your local faculty and the national committee to address these
- Attend at least two (of four) local faculty board meetings (evening meetings)

#### National:

- Contribute to work streams and working groups related to the First5 Committee
- Report back to First5 Committee and Membership Communities team on local initiatives and engagement
- Share information and best practice amongst other First5 leads, in particular those in your region or neighboring faculties
- Maintain current knowledge of issues facing First5 members, locally and nationally
- Attend at least one (of three) National First5 Committee meeting per year

#### Whilst not expected of you, First5 leads may also:

- Sit on other RCGP committees or working groups
- Chair meetings, speak in public and chair/run national conferences, events and socials for newly qualified members
- Contribute content to member resources. This may include guides, CPD session notes and website, social media or e-bulletin content
- Attend local and national First5 events, including but not limited to RCGP Annual Conference
- Create promotional materials for key events and resources

***It is important to note that there is a degree of flexibility in the role and that time committed may vary depending on your faculty, time of year or your personal capacity at any one time. Due to this it is important to remember that adaptations can be made where necessary.***

## What skills and qualities do you need?

RCGP is committed to equal opportunities and welcomes applications from all sections of our membership. You don't need to have any experience to volunteer in this role, but ideally you should be able to demonstrate the following skills and qualities:

- good interpersonal skills
- reliability
- an ability to work as part of a team
- an ability to complete tasks effectively and efficiently
- willingness to uphold the value of RCGP. Our values are **Care, Leadership, Excellence** and **Teamwork**

## What we can offer you

As an RCGP volunteer, you are providing yourself with a great opportunity to influence and have a say in the future of the College and of general practice more widely, both locally and nationally.

Through the role, you will engage and network with some of the most influential GP's in the country, presenting you with opportunities to collaborate on College work but also to maintain these relationships throughout your career.

As well as professional development, you will also develop your personal skills through the range of work that you will be involved in. The College can also provide training in the following:

- Chairing
- Leadership
- Public speaking
- Looking after wellbeing
- Media (social, radio, TV etc)
- Event planning
- Writing good content

As a volunteer, there may also be opportunities to be invited to exclusive events, dinners or socials.

## Additional Information

### Time commitment:

The equivalent of one day per calendar month; three annual national meetings (whole day) and four faculty board meetings (usually evening) per year.

### Expenses:

Whilst this is a voluntary role, the College will provide for pre-agreed out of pocket expenses including travel, subsistence, child care and accommodation. Backfill for missed locum sessions or reimbursement for locum cover is also provided where needed (in accordance with RCGP guidance).

## How to apply?

Please send a covering letter highlighting your suitability for the role, including your credentials, what you will bring to the role and how you will engage other First5s, to [Alice.Sefton@rcgp.org.uk](mailto:Alice.Sefton@rcgp.org.uk)