

Foundation Doctor Representative Job description

General

The primary roles of the Foundation Doctors Advisory Board (FDAB) representative are to help shape improvements to Foundation Programme training across the UK through dialogue with the UKFPO, and to help promote and raise awareness of the role of the UKFPO.

Representatives will be asked to provide information about their experience of the Foundation Programme and operational support, and make recommendations to the UKFPO for improvement.

The role of the FDAB representative is a professional one that facilitates excellent prospects for networking with like-minded doctors in postgraduate training and professionals from across the UK, as well as representing foundation doctors within their Foundation School at a national level.

Expected duties

1. Attending and participating in Foundation Doctor Advisory Board (FDAB) meetings. Please note: attendance at these meetings is considered mandatory for ALL FDAB representatives; if unable to attend, they MUST nominate a deputy.
2. Motivating foundation doctor colleagues by encouraging their involvement and action in the decision-making process.
3. Collecting from and sharing feedback with their local cohort of foundation doctors for all meetings they attend as a representative.
4. Signposting foundation doctor colleagues to the UKFPO bulletin for information.
5. Voicing relevant opinions of peers – even those that the representative may not personally support or endorse.
6. Raising training issues at FDAB meetings and reporting back to fellow foundation doctors, thus ensuring the foundation doctor perspective is considered in all relevant decisions.
7. Helping to disseminate UKFPO information to peers, ensuring they have the most up-to-date information and knowledge to get the most out of the Foundation Programme.
8. Contributing to the content of the UKFPO Bulletin with relevant examples of local innovation and best practice.
9. FD representatives will also be invited to volunteer to attend a number of UKFPO delivery and steering groups – two to three representatives per group.

Completion of role

Representatives will receive a Certificate of Participation at the end of the training year detailing the meetings they have attended. The certificate will be issued by the UKFPO via email.

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