

COUNTRY ADVISOR

Terms of Reference

1. Introduction

The Royal College of Pathologists (RCPATH) is a professional membership organisation, dedicated to the advancement of the science and practice of pathology. The College's statement is to 'promote excellence in the practice of pathology and to be responsible for maintaining standards through training, assessments, examinations and professional development, to the benefit of the public.'

The College has a global multidisciplinary membership and approximately 20% of its members are based outside the UK. In addition, many of the College's UK members are involved in a range of international projects and collaborations. RCPATH is committed to strengthening its engagement with its international members, as well as developing the College's international profile, activities and collaborations.

2. Function and remit

Country Advisors act as key points of contact for members, both in the relevant country and in the UK. They will support the work of the International Advisor for the region by implementing regional priorities at country level, identifying opportunities for engagement, project collaborations and membership development. Key aspects of the role include, but are not limited to:

- Developing and maintaining effective communications with the College's members within the relevant country, including ascertaining the views and concerns of members on relevant issues and adequately representing/ communicating these views to the International Advisor for the region.
- Acting as a source of advice, guidance and expertise to the College on the nature and structure of pathology training, assessments, examinations and professional development in the relevant country.
- Identifying emerging issues and advising the International Advisor on the implications of any policies, curricula changes, practice developments, research, strategies or discussions on the direction of the College's international activities within the relevant country.

- Providing advice to the International Advisor and International Committee generally, including identifying any opportunities which may exist to extend the College's influence, secure funding from external sources, strengthen or build its profile and consolidate its position.
- Promoting the College, its services, qualifications, examinations and standards.

3. Appointment

(a) Eligibility

At the time of taking up the position, Country Advisors must be:

- (i) Fellows or Members of the College;
- (ii) In good standing with the relevant national medical authority;
- (iii) Up to date with their Continuing Professional Development (CPD)/ Continuing Medical Education (CME) requirements;
- (iv) In current pathology practice; and
- (v) Residing in the country that they will be representing (desirable, but not essential).

(b) Procedure

- (i) The procedure for appointing Country Advisor(s) shall be determined by the International Advisor for the region. The International Advisor may also appoint more than one Country Advisor in a single territory, if this is deemed appropriate.
- (ii) In determining the procedure and number of Country Advisors to be appointed, the International Advisor shall consider a number of factors, including the following:
 - The number of College members within the country.
 - Country size and population;
 - The activities of the College within the country and any existing or proposed collaborations or partnerships.
 - Whether the country would be best served by holding elections, inviting expressions of interest or establishing an interview panel.
- (iii) RCPATH members who wish to be considered for a Country Advisor position should demonstrate, amongst other things, the following skills and qualities:
 - A commitment to promoting the College, its services, qualifications, examinations and standards within the specified region.
 - Knowledge and understanding of pathology education, training, practice and research in the country.
 - Well established contacts with pathologists and relevant health institutions and laboratories within the country.

- Involvement in or membership of networks, forums or associations within the country.
- Ability to work as part of a team and be proactive.
- Ability to provide leadership, set goals and inspire others.
- An interest in developing new College-supported activities for pathologists and other health care professionals in the country.

(iv) Ideally, Country Advisors must reside within the country that they wish to represent.

(c) Approval

The appointment of Country Advisors shall be approved by the International Committee and then forwarded to the College Council (the 'Council') for final approval.

(d) Term

Country Advisors shall be appointed for a term of three years. The term shall be renewable for a further period of two years and is subject to approval by the International Committee and Council.

4. Accountability and reporting

Once appointed, Country Advisors shall be accountable to the International Advisor and will be expected to:

- Represent the College in their respective countries in their professional relationships and through attendance at national and/or regional meetings. Advisors will represent the College by describing themselves as the 'RCPATH Country Advisor for [Country]' and by promoting as appropriate the College's international activities, vision and mission.
- Actively contribute to the development and implementation of RCPATH projects within the country or region, providing written reports where appropriate.
- Build the profile and presence of the College within the country.
- Communicate and engage with members within the country on a regular basis.
- Promote and raise awareness of education, training, research and practice issues and developments within the country amongst the wider College membership using the College website, quarterly Bulletin and College events or meetings.
- Keep up-to-date with the legislation, rules and regulations underpinning the College's work in training, examinations and continuing professional development.

5. Review

The position of all Country Advisors shall be reviewed annually in order to ensure that they remain relevant and effective. Key review areas shall include:

- (a) Terms of reference for Country Advisors;
- (b) Performance in relation to successes, achievements and impact; and
- (c) Issues and challenges affecting a Country Advisor's ability to fulfil the requirements of the role.