

INTERNATIONAL ADVISORS

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 mission 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

International Advisors play an important and strategic role in representing the College within a specified overseas geographical region. They act as key points of contact for members residing in these regions and also for UK-based members who have an interest in or wish to engage with global pathology issues. International Advisors are responsible for developing appropriate strategic relationships within their respective regions and providing the lead on engagement and project collaborations with the aim of enhancing and maintaining international standards in the practice of pathology. Key aspects of the role include, but are not limited to:

- Contributing to the development of the College's international strategy (the 'Strategy') and leading on the formulation of engagement plans for their respective regions.
- Developing and maintaining effective communications with the College's members, including ascertaining the views and concerns of members on relevant issues and adequately representing these views on the International Committee.
- Establishing and maintaining a network of Country Representatives within their respective regions.



- Identifying emerging issues and advising the International Committee on the implications of any policies, curricula changes, practice developments, research, strategies or discussions on the direction of the College's international activities or its overseas members.
- Advising the 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) College regions¹

An International Advisor shall be appointed for each of the following geographical regions²:

- Americas
- Europe
- Middle East & North Africa
- South & East Asia
- Sub-Saharan Africa
- Western Pacific

(b) Eligibility

International Advisors must be:

- Fellows or Members of the College;
- In good standing with the relevant national medical authority;
- Up to date with their Continuing Professional Development (CPD)/ Continuing Medical Education (CME) requirements; and
- In current pathology practice.

(c) Procedure

- The procedure for appointing an International Advisor shall be determined and overseen by the International Committee, which shall invite applications or expressions of interest from the College membership in the first instance.

¹ The geographical regions are based on the regional groupings used by the World Health Organisation (WHO). WHO Member States are grouped into 6 geographical regions: AFRO (Africa), AMRO (Americas), EMRO (Eastern Mediterranean) – Middle East and North Africa, EURO (Europe), SEARO (South-East Asia) and WPRO (Western Pacific).

² The countries covered by each College Region are set out at Appendix A.

(ii) In determining the procedure, the International Committee shall consider a number of factors, including the following:

- The number of College members within the region.
- The number of applications or expressions of interest received.
- The activities of the College within the region and any existing or proposed collaborations or partnerships.
- Whether the region would be best served by holding elections or establishing an interview panel.

(iii) Notwithstanding paragraphs c(i) and (ii) above, candidates applying for an International Advisor position will need to 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 region.
- Well established contacts with pathologists and relevant health institutions and laboratories within the region.
- Involvement in or membership of networks, forums or associations within the region.
- 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 region.
- Experience of living and/or working within the specified region (desirable).

(d) Council approval

The appointment of International Advisors shall be approved by the College Council (the 'Council').

(e) Term

International 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 Council.

4. Accountability and reporting

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

- (a) Represent the College in their respective regions in their professional relationships and through attendance at national and/or regional meetings. Advisors will represent the College by describing themselves as the 'RCPATH International Advisor for [Region]' and by promoting as appropriate the College's international activities, vision and mission.
- (b) Actively contribute to the development and implementation of the International Committee's work programme, attending all meetings of the Committee and providing written reports.
- (c) Provide advice in respect of their respective regions, particularly in terms of proposed projects.
- (d) Develop and implement an Engagement Plan for their respective regions, detailing for example, regional priorities and objectives; key institutions to be engaged; opportunities for developing country representatives; building the profile and presence of the College within the region and mapping the existence (or otherwise) of specialist training programmes.
- (e) Communicate and engage with members within their respective regions on a regular basis.
- (f) Promote and raise awareness of education, training, research and practice issues and developments within the region amongst the wider College membership using the College website, quarterly Bulletin and College events or meetings.
- (g) Keep up-to-date with the legislation, rules and regulations underpinning the College's work in training, examinations and continuing professional development.
- (h) Submit an end of year report to the May meeting of the International Committee, which will be included in the Committee's Annual Report to Council.

5. Review

The position of all International 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 International Advisors;
- (b) Performance in relation to successes, achievements and impact; and
- (c) Issues and challenges affecting an International Advisor's ability to fulfil the requirements of the role.

6. Appendices

- A. College regions and countries.

APPROVED BY COUNCIL: 6th June 2012



Appendix A: College regions and countries

Americas	Europe	Middle East & North Africa	South & East Asia	Sub-Saharan Africa	Western Pacific
Antigua and Barbuda Argentina Bahamas Barbados Belize Bolivia (Plurinational State of) Brazil Canada Chile Colombia Costa Rica Cuba Dominica Dominican Republic Ecuador El Salvador Grenada Guatemala Guyana Haiti Honduras Jamaica Mexico Nicaragua Panama Paraguay Peru Saint Kitts and Nevis Saint Lucia	Albania Andorra Armenia Austria Azerbaijan Belarus Belgium Bosnia and Herzegovina Bulgaria Croatia Cyprus Czech Republic Denmark Estonia Finland France Georgia Germany Greece Hungary Iceland Ireland Israel Italy Kazakhstan Kyrgyzstan Latvia Lithuania Luxembourg	Afghanistan Bahrain Djibouti Egypt Iran (Islamic Republic of) Iraq Jordan Kuwait Lebanon Libya Morocco Oman Pakistan Qatar Saudi Arabia Somalia South Sudan Sudan Syrian Arab Republic Tunisia United Arab Emirates Yemen	Bangladesh Bhutan DPR of Korea India Indonesia Maldives Myanmar Nepal Sri Lanka Thailand Timor-Leste	Algeria Angola Benin Botswana Burkina Faso Burundi Cameroon Cape Verde Central Africa Rep. Chad Comoros Congo Côte d'Ivoire DR Congo Equatorial Guinea Eritrea Ethiopia Gabon Gambia Ghana Guinea Guinea-Bissau Kenya Lesotho Liberia Madagascar Malawi Mali Mauritania	Australia Brunei Darussalam Cambodia China Cook Islands Fiji Japan Kiribati Lao PDR Malaysia Marshall Islands Micronesia (Federated States of) Mongolia Nauru New Zealand Niue Palau Papua New Guinea Philippines Republic of Korea Samoa Singapore Solomon Islands Tonga Tuvalu Vanuatu Viet Nam

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Americas	Europe	Middle East & North Africa	South & East Asia	Sub-Saharan Africa	Western Pacific
Saint Vincent and the Grenadines Suriname Trinidad and Tobago United States of America Uruguay Venezuela (Bolivarian Republic of)	Malta Monaco Montenegro Netherlands Norway Poland Portugal Republic of Moldova Romania Russian Federation San Marino Serbia Slovakia Slovenia Spain Sweden Switzerland Tajikistan FYR Macedonia Turkey Turkmenistan Ukraine United Kingdom Uzbekistan			Mauritius Mozambique Namibia Niger Nigeria Rwanda Sao Tome and Principe Senegal Seychelles Sierra Leone South Africa Swaziland Togo Uganda Tanzania Zambia Zimbabwe	