

Role Title:	NIAA Trainee Representative
Directorate:	RCoA Clinical Quality & Research
Responsible to:	NIAA Academic Trainee Co-ordinator
Main function	To represent the interests of trainees, in particular academic trainees to the NIAA and to its founding partners (AAGBI, <i>Anaesthesia</i> , BJA and RCoA) and constituent organisations and projects.
Key relationships:	NIAA Academic Trainee Co-ordinator, NIAA Research Council Chair, Director and Deputy Director of the HSRC, RCoA Director of Clinical Quality & Research, NIAA & HSRC Administrative Team

SPECIFIC DUTIES AND RESPONSIBILITIES

- Attend and represent trainee interests at all NIAA Research Council Meetings
- Attend all NIAA Trainee Strategy Meetings
- Attend and represent trainee interests at regular HSRC Executive Management Board meetings when possible
- Attend relevant external meetings and events on occasion, e.g. *Introduction to Academic Anaesthesia* and the *NIAA Annual Scientific Meeting*
- Attend the national Group of Anaesthetists in Training (GAT) annual conference to assist with queries at the NIAA stand and the drop in sessions at the NIAA workshop
- Produce reports on external meetings on request
- Give presentations on the work of the NIAA, when required
- Work with the NIAA Academic Trainee Co-ordinator to develop and implement the NIAA Trainee Strategy and provide support to any projects which may originate from the NIAA Trainee Strategy
- Work with other relevant organisations such as RCoA and AAGBI to further the interests of academic trainees
- Work with the Research and Audit Federation of Trainees (RAFT) to support the development of the trainee networks and associated projects
- If required, assist with organising courses/meetings for the benefit of trainees.

Remuneration

There is no direct or backfill payment for the role.

Period of commencement and operation

The post holder will commence their duties from June 2017 for a period of three years with a review at the end of this time and the potential to continue for three additional years. The role requires an average commitment to attend regular meetings every 1-2 months; however some flexibility will be possible.

Dates of regular upcoming NIAA and HSRC meetings can be found [here](#).

October 2016