



Responsibilities of Education and Training Representative

Generic responsibilities include but are not limited to:

- Promote colorectal surgery
- Represent views of colorectal trainees
- Engage positively and productively with all trainees interested in a career in colorectal surgery, The Dukes' Club members and all colorectal trainees
- Attend and engage with $\geq 50\%$ of The Dukes' Club Executive and Full Committee meetings.

Specific responsibilities include but are not limited to:

- Attend and engage with $\geq 50\%$ ACPGBI Education and Training Committee meetings
 - Provide feedback from ACPGBI Education and Training Committee meetings to The Dukes' Club President & Vice President
 - Identify important training issues from ACPGBI Education and Training Committee meetings and provide feedback to The Dukes' Club Executive
 - If unable to attend, highlight this to The Dukes' Club Executive as soon as known so an alternative trainee representative can attend in lieu
- Provide the secretary with copies or links to the latest statements and publications relevant to core and higher specialty training so they are able to update The Dukes' Club website
- Continue to develop and deliver projects, in conjunction with available funding, initiated by prior Representatives
- Work collaboratively with trainee representatives of allied organisations to support training and develop training resources
- Contribute to The Dukes' Club monthly newsletters
- Contribute to the organisation and delivery of The Dukes' Club subspecialty trainee events
- Contribute to the organisation and delivery of The Dukes' Club sessions at ACPGBI Annual Meeting
- Contribute to the organisation and delivery of The Dukes' Club educational weekend
 - At a face-to-face educational weekend, deliver at least two practical courses relevant to colorectal training, with each aimed at trainees at different stages of surgical training.