



Responsibilities of The Proctology 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 $\geq 50\%$ The ACPGBI Proctology subcommittee meetings
 - Provide feedback from The ACPGBI Proctology subcommittee meetings to The Dukes' Club President & Vice President
 - Identify important training issues from The ACPGBI Proctology subcommittee 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 guidelines, research and important documents relevant to core and higher specialty trainee knowledge in relation to Proctology training and practice 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
- Deliver at least one trainee event (virtual, hybrid or face-to-face) focused on Proctology
- 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.