



The Association of Coloproctology of Great Britain and Ireland

Royal College of Surgeons of England
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TERMS OF REFERENCE FOR THE EARLY YEARS CONSULTANT NETWORK (EYCN)

Background

The transition to independent practice is challenging and whilst training *per se* equips individuals to deal with the majority of clinical scenarios, there is a need for support for surgeons in the first few years of Consultant practice in other areas. These are diverse and range from simple career advice and job planning through to dealing with litigation, inquests, complaints and GMC referrals. It is hoped that there would be a lot of support for individuals locally, though clearly there are certain situations where an individual may seek guidance from outside their Trust and area. A number of surgeons, and particularly those who have been on Fellowships, may seek to engage their old bosses in the regions where they previously trained. Whilst this is to be encouraged it is still something of an unequal relationship.

The aim of EYCN is to provide support in all respects for Consultants within the first 5 years of independent clinical practice and senior colorectal trainees in making the transition to Consultant practice. The principal activities will be to provide peer support, mentoring and early career development but are not limited to these projects. It is envisaged that EYCN members may become more engaged with ACPGBI activities at an earlier stage of their career.

Eligibility for Membership of EYCN

All members of ACPGBI who are within 5 years of Consultant appointment are eligible for membership of EYCN. Allowances may be made for career breaks. Senior trainees who are ST8, post-CCT or in Fellowship posts are also eligible if members of ACPGBI.

Committee

The EYCN will be managed by 8 elected members including the Chair. Each member will fulfil a specific role. These are:

1. Chair – will sit on ACPGBI Council and as a member of the External Affairs committee
2. Vice Chair
3. Honorary Secretary
4. Honorary Treasurer
5. Social media/Moderator lead
6. Mentorship lead
7. Events & sponsorship lead
8. Website lead – will sit on Website Subcommittee

They will be supported by an *ex officio* member of the ACPGBI Executive who will not have voting rights on EYCN elections.

The inaugural chair shall be elected by the elected members of the EYCN Committee. Subsequent Chairs will transition from the post of Vice Chair, who will similarly be voted by EYCN members on an annual basis. The posts of Vice Chair, Honorary Secretary and Honorary Treasurer will be held for one year post and elected from within the EYCN Committee. The remaining posts will be filled by members of the Committee according to individual strengths and areas of interest. Each post will be allocated on a yearly basis, though individuals may remain in theory within one post for their whole 3 years if that is the agreement of the committee as a whole. The final decision regarding allocation of the social media/moderator, mentorship, events/sponsorship and website positions rests ultimately with the Chair. New committee members will be voted on by ACPGBI Council.

Individuals may remain on EYCN Committee for a maximum of 3 years, unless they become Vice Chair in their last year, in which case maximum time will be 4 years. The demitting Chair will leave the

EYCN Committee once the year has been completed. Committee members who have over 60 months of clinical activity as a Consultant (including locum positions) are no longer eligible to remain on the committee and would normally demit at the time of the next annual election. Exceptional circumstances may be considered by the Chair whose decision is final.

The Honorary Treasurer shall work closely with the Honorary Treasurer of ACPGBI. In the first instance there will be a degree of “pump priming” from ACPGBI funds in order to progress EYCN activities. In the longer term it is anticipated that EYCN will seek sponsorship from industry and other relevant bodies to fund EYCN activities. On those occasions where this is not possible then the final decision regarding funding rests with the Honorary Treasurer and Executive of ACPGBI.

Interactions of EYCM Committee

- The Chair sits on ACPGBI Council
- The Dukes Club
- The Treasurer will liaise directly with the ACPGBI Treasurer as described above. All monies will be held within the ACPGBI accounts.
- Association of Coloproctology Nurses
- Other speciality associations
- Charities and patient support groups
- Commissioning bodies
- Patient Liaison Group
- Governance Committee of ACPGBI

The ex-officio member of the Executive supporting the Committee will report to the Executive.

Accountability

The Chair of EYCN Committee will report to Council.

Meetings of EYCN Committee

Meetings will be held three times each year. At least one face-to-face meeting will take place at the annual meeting of ACPGBI. Other meetings will be held by teleconference. ACPGBI members attending the annual meeting are responsible for their own expenses.

The agenda will be coordinated by the Chair, and the Honorary Secretary will be responsible for minutes that should be submitted to ACPGBI Council.

Reimbursement of expenses

The ACPGBI will reimburse reasonable day travel expenses and second class rail fares. Overnight accommodation and subsistence will be covered if required.

Amended June 2021

James Wheeler, Honorary Secretary ACPGBI