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## Description of committee

The Ethics and the Law Advisory Committee (ELAC) aims to provide guidance to the College on ethical matters, policies and guidelines. This is within the context of the College's needs for fulfilling our charitable objectives.

- ELAC aims to proactively advise and inform the College on ethical and legal issues relevant to paediatrics.
- ELAC currently reports into Council
- This committee sits within the Corporate Services division within the College.

## Role details

- This role is accountable to the Chair of the Ethics and the Law Advisory Committee. At this time, the Chair is the College Registrar
- The term of office for this position is 3 years, with a possibility to extend for a further 2 years, or to CCT Date.

## Eligibility

Applicants must hold one of the following membership categories:

- Junior Member
- Ordinary Member

and whose primary mailing address is in the UK/Ireland.

## Role purpose and responsibility

The responsibilities of the post holder are:

- To highlight, consider and respond to the ethical and legal issues related to paediatric practice.
- To represent the voice of Trainees with ethical issues in paediatric practice.

## Working relationships

The post holder will work with the Chair, other Committee members, amongst other stakeholders.

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**In accordance with College policy, all candidates should be in Good Standing with the RCPCH.**

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## Time commitment

Committee members will be required to attend 3 half-day meetings, and where required, 1 half-day CPD session per year and devote sufficient time to the role to meet the demands of the role. You may be asked to represent the Committee at other internal or external meetings of the College. Meetings will normally be held in London and remotely.

## Support provided from the College

The first point of contact will be via the Governance and Committees Administrator.

Members will be reimbursed for the cost of travelling expenses (in line with the College's expenses policy) and subsistence to attend College meetings. Remote attendance options may also be offered for some meetings.

## Knowledge, skills and experience required

### Essential:

- [Member of the College in Good Standing with RCPCH](#) (in one of the appropriately listed membership categories)
- Active interest in ethical issues within paediatric clinical practice.
- Has attended [Equality, Diversity and Inclusion training](#) within the last 3 years.

### Desirable:

- Experience in determining ethical and legal aspects of medical practice at a regional or national level.

## Process

Applications for roles should be submitted electronically at [volunteering opportunities](#) no later than the closing date. Your CV should also be uploaded, and we will ask you to include a statement of up to 250 words outlining the relevant experience and reasons for applying to the post.

When undertaking a role at RCPCH all role holders must agree to respect and uphold the charitable objects, vision, and values of the RCPCH and uphold the [code of conduct](#) which embodies of the values that the RCPCH holds the breaking of which could lead to sanction. Core to RCPCH's values is the exemplary behaviour of its members, both as professionals and also as individuals.

Appointed candidates will be asked to [register their interests](#). This is to ensure that personal circumstances that might compromise a volunteer's ability to be seen as acting correctly are properly disclosed.

The role holder must be committed to following the College's safer working practices guidelines when working with children, young people and vulnerable adults. Safeguarding is everyone's responsibility, with the role holder required to comply with the College's

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Safeguarding policy. Appointed candidates must also have attended Equality, Diversity and Inclusion training within the last 3 years.

The College may – at its discretion and with the agreement of the candidates – choose to offer this role as a job-share between more than one candidate once the appointment process is complete. Details will be discussed with candidates at the time should this arise.

The RCPCH wants to represent all the communities we serve and are dedicated to creating an inclusive working environment. The College is particularly keen to receive applications from those who belong to an underrepresented group as defined in the equality act 2010, including age, disability, sex, race, religion or belief, gender reassignment, married or in a civil partnership, pregnancy/parental leave, or sexual orientation.

The College is a disability confident leader, please let us know if you require any reasonable adjustments or accommodations as a result of a disability, impairment or health condition.

Members can also receive support to cover the costs of caring responsibilities, where these responsibilities would otherwise prevent them from undertaking voluntary work for the College, as per the [removing barriers](#) fund. Claims must be submitted using the appropriate form and the College should be made aware of these requests at least a month in advance. For further information please contact [edi@rcpch.ac.uk](mailto:edi@rcpch.ac.uk).

Eligible candidates who have the required knowledge, skills and experience may be invited to attend an interview either at the College's Offices or via tele-conferencing. Following the interview, a recommendation will be made on any appointment.

Personal information about unsuccessful candidates will be held for 6 months after the position has been filled, it will then be securely destroyed. Personal information about successful candidates will be retained on their membership file. The information contained in this will be kept secure and will only be used for purposes directly relevant to that person's responsibilities as a committee member. Please also refer to the [membership privacy notice](#) which explains how we will use the data we collect from you.

**Dr Jan Dudley**  
**Registrar**  
**2026**

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Incorporated by Royal Charter and registered as a Charity in  
England and Wales: 1057744 and in Scotland: SCO38299.  
Registered Office 5-11 Theobalds Road, London WC1X 8SH.  
Patron HRH The Princess Royal.