

Call for applications

Wales Executive Committee Regional Representative

To serve 2026-29

Betsi Cadwaladr University Health Board
Cwm Taf Morgannwg University Health Board
Hywel Dda University Health Board

Description of Committee:

Members are required for the following health board areas:

- Betsi Cadwaladr University Health Board (BCUHB)
- Cwm Taf Morgannwg University Health Board (CTMUHB)
- Hywel Dda University Health Board (HDUHB)

The Welsh Executive Committee is the decision-making body for the College in Wales and reports to the Officer for Wales. Membership includes:

- Chair: RCPCH Officer for Wales
- RCPCH Wales Deputy Officers
- RCPCH Wales Lead for Integration across Health Boards
- ABUHB Regional Representative (1)
- CAVUHB Regional Representative (1)
- **CTMUHB Regional Representative (1)**
- SBUHB Regional Representative (1)
- **HDUHB Regional Representative(1)**
- **BCUHB Regional Representative(1)**
- RCPCH Academic Advisor (Wales)
- RCPCH Trainee Representative
- Speciality and Associated Speciality Grade Representative
- Lay Representative

Role details

- The regional representative represents members within their Health Board area
- The Term of Office is three years (extended by mutual agreement for a further two years)

Eligibility

Nominees must be consultant/SASG doctors and members of the RCPCH with up-to-date CPD.

Applicants must be:

- Fellow

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

Page 1 of 4

- Senior Member or Fellow
- Ordinary Members
- Associate Member
- Affiliate Member

The post-holder's primary mailing address must be in Wales, preferably within the Health Board area they will represent.

Role purpose and responsibility

The responsibilities of the post holder are:

- To provide input to the RCPCH Welsh Executive Committee and National Speciality Advisory Group (NSAG) with the perspective of experience of current clinical practice representing paediatricians from the Health Board area
- To share representation of the Health Board area at National Specialist Advisory Group (NSAG) meetings for Paediatrics and Child Health (3 meetings per annum)
- To attend Executive Committee meetings (3-4 per annum) and other meetings as required.
- Currently Executive and NSAG meetings are held on the same day and Committee members will be required to attend 3-4 half-day meetings per year and devote sufficient time to the role to meet the demands of the job.
- You may be asked to represent the Committee at other internal College meetings or external meetings
- Meetings will normally be held in Wales with video conferencing / teleconferencing available.

Working relationships

The post holder will be directly responsible to the RCPCH Wales Lead for Integration across Health Boards.

The post-holder will work closely with:

- Members in their Health Board area
- The Chair (the Officer for Wales) and Members of the Executive Committee.
- RCPCH Wales Deputy Officers
- RCPCH Wales Policy and Public Affairs Manager and Policy and Public Affairs Officer
- Members of the National Specialist Advisory Group (NSAG).

Time commitment

Committee members will be required to attend 3-4 meetings per year and devote sufficient time to the role to meet the demands of the role. Meetings will normally be held in Wales with video conferencing / teleconferencing available. You may also be asked to represent the Committee at other internal or external meetings of the College.

Support provided from the College

The post-holder will be supported by the RCPCH Wales Policy and Public Affairs Manager and Policy and Public Affairs Officer. The College will provide appropriate support and ensure that all papers are prepared to ensure ease of understanding. The College also encourages the use of

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

video and tele-conferencing for meetings.

The post-holder will be reimbursed by the RCPCH for the cost of travelling expenses (in line with the College's expenses policy) to attend in-person College meetings.

Knowledge, skills and experience required

Essential:

- Member of the College
- [Member of the College in Good Standing with RCPCH](#)
- Knowledge of clinical practices and issues
- An understanding of regional strategy and policy
- The ability to represent the views of others at a variety of levels
- Has attended [Equality, Diversity and Inclusion training](#) within the last 3 years.

Desirable:

- Skills and experience that complement RCPCH Wales' policy and public affairs work which is aimed at raising the profile of the College and implementing health policy priorities that will improve outcomes for children and young people in Wales.
- Knowledge of the current issues facing children and young people in Wales

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 adults at risk. Safeguarding is everyone's responsibility, with the role holder required to comply with the College's 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 role-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.

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

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.

Applications will be considered by the RCPCH Welsh Executive Committee and National Speciality Advisory Group and ratified by the Officer for Wales. Eligible candidates who have the required knowledge, skills and experience may be invited to attend an interview via tele-conferencing. Following the interview, a recommendation will be made to the Committee 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