

The Member Representative role will be a critical part of ensuring the perspectives of Members are strongly represented in all Digital decision making related to the externally facing work of the College.

The Digital Committee's primary purpose is to consider, discuss and advise on how the College should approach key, externally facing, digital challenges and opportunities. The child health sector is complex, nationally and internationally, and technologies rise and fall in value, impact and safety of use over time at a very high cadence. Supporting the continual review of what part the College should play in leading the advocacy, guidance, awareness raising, education and solution creation in relation to this dynamic space is critical to the achievement of the purposes of the College into the future.

The Digital Committee will report, primarily, to RCPCH Council.

Role details

- The important role of Member Representative is responsible to the Chair of the Digital Committee and their Committee peers and colleagues.
- Each selected Member Representative will be invited to take office for an initial term of 3 years, with the option of reappointment for a further 2 years then to be considered by the Committee.
- Members will be expected to fulfil all obligations of committee membership (attendance at meetings, participation in discussions, response to requests for information, ownership of briefs / actions, internally and externally authoritative representation of their field of expertise on behalf of the College, etc.). If members fail to fulfil their obligations, they may be asked to stand down.

Eligibility

Applicants must be Members of the College throughout the full term of their office.

Role purpose and responsibility

The responsibility of each member is to assist the Committee in execution of its purpose(s), as follows;

Corporate strategy and operational plan

- To support the Digital Division in furthering the mission and strategy of the College, particularly its role in developing and implementing externally facing digital, technology and data related strategies and plans.
- To review KPIs and divisional resourcing relating to strategic digital work.

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

- To review requests for new, or expanded, external digital project work, considering the overall College strategy and make recommendations for approval to the relevant College body (following the College's delegation of authority scheme).
- To provide external digital strategy input and comment for other College bodies as required.

Leadership and review

- Recommend to the relevant governance body that the College undertake specific pieces of externally facing digital work in line with overall strategy.
- Provide strategic oversight for the governance and delivery of externally facing digital projects.
- Ensure the relevant digital programmes and projects include appropriate and effective stakeholder representation.
- Ensure quality reviews of relevant digital projects, and that lessons learnt are considered and included in future projects.

Influence and impact

- To recommend for approval digital initiatives such that they further / improve high quality and sustainable healthcare services for all children across the UK regardless of the setting in which they receive it and to ensure long lasting improvements to health outcomes for children.
- To work with the Policy team(s) to develop digital policy and advocacy initiatives which meet the demands of all Members working in paediatrics.
- To influence digitally related, external, public policy at all levels to improve health outcomes for all infants, children and young people in the UK.
- To promote digital collaboration with other Colleges and external groups, organisations and bodies.

Working Relationships

- The role holder will work with the Chair and other Committee members.

Support from the College

- The first point of contact will be via the Committee Secretary.
- 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.

Time commitment

Committee members will be required to attend 4, 1.5hr, meetings per year and devote sufficient time to the role to meet its demands, particularly in review of papers. You may also be asked to represent the Committee at other internal or external meetings of the College. Meetings will normally be held in a hybrid – remote capacity, with in an option to attend in person at our London head office.

Knowledge Skills and Experience Required

Essential

- [Member of the College in Good Standing with RCPCH](#)
- An active engager with a broad base of colleagues on the healthcare challenges faced by child healthcare / paediatric services locally, nationally and /or internationally (where applicable).
- Has attended [Equality, Diversity and Inclusion](#) training within the last 3 years.

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.

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.

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 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