

Yorkshire and Humber Foundation School Foundation School (Regional) Trainee Representative Job Description

Job Title:	Foundation School (Regional) Trainee Representative (one F1 and F2 from North East Yorkshire, West Yorkshire and South Yorkshire)
Responsible to:	Deputy Foundation School Director (DFSD)
Accountable to:	Director of Postgraduate Medical Education (DPGME)
Job Purpose:	
<p>The primary role of the Yorkshire and Humber Foundation School (Regional) Trainee Representative is to help promote and raise the awareness of the role of Health Education England, working across Yorkshire and the Humber (HEE YH), YHFS and to help shape the future direction of Foundation training within the Trusts.</p> <p>The YHFS Foundation School (Regional) Trainee Representative will be required to work with the YHFS Trust Trainee Representatives to collate and provide information about how the Foundation Programme is being implemented locally across their region within YHFS (NYEC, SY or WY) and make recommendations to HEE YH for improvement.</p> <p>This is a professional role that facilitates excellent prospects of networking with colleagues in HEE YH Postgraduate Medical and Dental Education and likeminded junior doctors and professionals across the whole of the UK.</p> <p>In addition, the YHFS Foundation School (Regional) Trainee Representative will be expected to democratically represent their peers, Trust and YHFS at regional and national levels.</p>	
Expected Duties:	
<p>In addition to the duties undertaken as YHFS Trust Trainee Representative (please see separate job description), the YHFS Foundation School (Regional) Trainee Representative will be expected to:</p> <ol style="list-style-type: none"> 1. Arrange and chair Trainee Representative Forums for their region within YHFS to identify any local training needs. This can be in/formal meetings, via social media/WhatsApp etc. 2. Report findings from Trainee Representative Forums to the Deputy Foundation School Director, Foundation School Committees (FSCs) and the UKFPO Foundation Doctors Advisory Board (FDAB). 3. Attend local and national meetings: <ul style="list-style-type: none"> • Trainee Representative Forums (NYEC, SY or WY) • Foundation School Committees (FSCs) (NYEC, SY or WY) • Foundation Doctor Advisory Board (FDAB) • YHFS Away Day • Academic Presentation Day (if available) • Overseas Induction – F2 representative (if available) 4. Voice the relevant opinions of their peers, even those not personally endorsed. 	

5. Motivate the trainees they represent and encourage involvement and action in the Foundation School decision making processes.
6. Assist in the dissemination of key deadlines and information from the Foundation School to the trainees they represent.
7. Assist in the creation, development and implementation of new information guides and protocols for trainees.
8. Work with the Programme Support team to ensure the YHFS website is fully utilised and up to date.

August 2019