PLASTA 2019 Election Roles

President: Overall responsibility for the actions of PLASTA and the strategic direction of the organisation. Must attend BAPRAS Council meetings, liaise with the BAPRAS Secretariat and other associated organisations (SAC, BSSH, BAAPS, BBA) as required, and liaise with associated trainee organisations (ASIT, BOTA, Mammary Fold). Oversee regular updates to members through social media, website and newsletters. You must of spoken to the current President prior to nominations opening in order to run for the Presidency. No previous committee experience is required, however some understanding of PLASTA, BAPRAS and training organisations is desired. You Must have an NTN.

Vice President: To work in partnership with the President to set strategic direction, assist chairing the PLASTA committees, and attend meetings as required in the absence of the President. To take the lead on defined projects including the annual National Training Survey (helps to decide this early on so you can get stuck into it). Attendance at BAPRAS Council meetings is required. You will also be required to Chair the Regional Representatives Committee. You must have an NTN

General Secretary: To organise and minute Executive Committee meetings, and keep in order the documents of the association. To have oversight regarding the activities of the organisation and keep track of actions required following meetings. To actively partake in the strategic decision making of the organisation, and actively participate in collating and the results and analysis of national projects including the National Training Survey. To produce a report national events attended, e.g. scientific meetings, BAPRAS strategy days. This role requires meticulous organisation and effective communication skills, with a willingness to produce documents expeditiously and contribute to strategic decisions. You must have an NTN

Treasurer / Sponsorship: The role of Treasurer requires the applicant to uphold a 'general financial oversight'. They should be organised and act as a financial base to facilitate key transactions for the needs of the association. There is a degree of responsibility to ensure that committee requests are met with a balanced view on how best to utilise existing funds for the benefit of trainees. The treasurer is required to submit quarterly spending reports to BAPRAS to ensure ongoing funding. They therefore must liaise with the committee to collect bids for funding for quarterly reports. Going forward, the role of Treasurer include securing supplementary funding including monitoring and making the most of sponsorship opportunities to supplement established lines of funding. You must have an NTN

Head of Operations: The trainee elected to this new role will have responsibility for the logistical aspects of events in which PLASTA have a presence including, but not limited to, ST3 interview preparation courses, scientific meetings, and educational events including the webinar series. You will chair a Sub-Committee (Operational Subgroup) of 3 trainees, which may include more junior trainees, and will be required to report progress at Executive Committee Meetings. The group you lead will also be responsible, alongside the President and Vice President, for organising the PLASTA Congress. You Must have an NTN.

Head of Communications: The role of head of communications encompasses the social media accounts (Facebook, Twitter & Instagram), email updates to the membership via Mailchimp, website maintenance, and production of a regular newsletter. You will chair a Sub-Committee (Communications Subgroup) of 3 trainees, which may include more junior trainees, and will be required to report progress at Executive Committee Meetings. You will lead this team of individuals to deliver content, updates, and news across all social media platforms with the aim of building an influential social media following. You and your team will also have responsibility for website maintenance and production of a monthly newsletter to be distributed to members. You Must have an NTN.

SAC Representative: The SAC Rep attends all SAC meetings on behalf of PLASTA. This role is critical in bringing about positive changes to training on behalf of members and is best suited to a senior trainee. The representative plays a crucial role in delivering key messages or aims to the SAC as well as feeding back current developments. The main responsibilities are ensuring PLASTA representation, advocating on key issues, feeding back to committee & trainees after meetings (with meeting reports) and liaising appropriately with training programme directors. You will be expected to make a significant contribution to the formation and analysis of the National Training Survey. You must have an NTN.

Exam Representative: The Exam Rep sits on the Intercollegiate Speciality Board of Plastic Surgery. This meets twice a year in Edinburgh to discuss matters relating to the make-up and delivery of the FRCS Plast examinations. The exam rep is expected to raise any issues from trainees relating to the exam, as well as to report back to the PLASTA committee. Due to the nature of the matters discussed, the exam rep must already have passed the FRCS Plast. You must have an NTN and have passed FRCS(Plast)

Fellowship Representative: The roles of the fellowship representative will include: To maintain and develop the work started on collating the largest of sources of information for plastic surgery fellowships on the internet. Keeping abreast of developments and updates to the TIG fellowship programme. Communication with fellowship organisers and directing trainees to contacts and sources when applying for specific fellowships. Advertising and dissemination of open fellowship adverts. Candidates must have excellent communication skills and the ability to respond promptly to enquires and advertisement requests. Website design assistance is provided but the candidate will still need to be able to update the website occasionally (very easy to do!). This role has scope to be developed further as the successful candidate wishes. Future work should include a list of potential scholarship/bursaries for trainees on the website. You Must have an NTN.

Research Representative This representative has a critical role in championing the role of research in the Plastic Surgical community. The representative sits on BAPRAS research council as well as with the Reconstructive Trials Network. An expectation is the candidate has a strong research interest (either through publication, trial engagement or Phd etc – Although these are not formal requirements). The representative is required to pen a 6 monthly research newsletter summarising new areas of research and development in subspeciality fields. Furthermore the rep must engage with partner organisations (BSSH, ASIT, BAAPS, BOTA etc) to encourage and understand research
requirements across the speciality. There is significant scope to further develop this role, but endeavours to facilitate future research interest from trainees particular in clinical trials, basic science etc are to be encouraged. The candidate must be self-motivated and willing to collaborate with external organisations to facilitate research opportunities for trainees. You Must have an NTN. Evidence of some form of academic training (NIHR ACF/ACL, PhD/MO), publications & research interest is Essential.

**ASiT Representative**
The opportunity PLASTA has to represent the specific views and needs of plastics trainees’ on ASiT council is invaluable. The Association of Surgeons in Training (ASiT) is a very large and well-established trainee-led organisation which serves trainees from across all 10 surgical specialties throughout representation on all major surgical bodies, including the councils of the 4 Surgical Royal Colleges, RSM Surgical section, ISCP, JCST, and ITOG. It also provides opportunities for trainees to internationally present and publish work, and to access high-quality yet cost-effective courses and other resources. The PLASTA ASiT Representative must be familiar with the ethos and organisation of ASiT, ready to fully engage with their activities, and genuinely passionate about improving access to surgical training and from medical school through to CCT. They will be expected to organise and run the PLASTA-ASiT Pre-Conference Course on Friday 6th March 2020, deliver plastics-specific content during the annual ASiT International Surgical Conference 6-8th March 2010 in Birmingham, and mark plastics-related abstracts in order to award the annual PLASTA-ASiT prize. In addition, attendance at ASiT Council meeting is essential to represent plastic surgical trainees. ASiT Council meets for a half day face-to-face every 1-2 months, which should take priority over other study leave commitments (expenses for which are fully reimbursed). You must have an NTN. You must declare if you have worked with ASiT in a difference role previously in your application (Regional representative etc).

**BSSH Representative**
The BSSH Trainee representative is a significant responsibility with huge scope for change within the speciality. The ideal candidate would have an interest in Hand surgery. The representative has the privilege of attending all BSSH instructional courses free of charge. In lieu of this perk the trainee must proactively engage with the BSSH committees to encourage Plastic surgical trainee engagement with the BSSH. You must attend council meetings and write published reports of proceedings to PLASTA Exec. Representatives must submit a report on attending BSSH committee meetings and are obliged to nominate an alternative trainee to attend in the event of being unavailable to represent at a meeting. Representatives are obliged to report updates on BSSH activities including scientific meetings. A future candidate will be expected to significantly increase the visibility and engagement of Plastic Surgical trainees within the BSSH. This will require a significant time commitment. You must have an NTN. You must be able to demonstrate an interest in Hand surgery.

**BBA Representative**
The role of the British Burns Association representative is to ensure appropriate liaison between trainees & the BBA. Representatives are expected to proactively explore means to improve trainee engagement with the BBA – through courses, webinars and updates to the mailing list. In future it would be expected that representatives are proactive in increasing trainee attendance at BBA events and engagement – particularly in highlighting this subspecialty to all trainees. You must have an NTN. You must be able to demonstrate an interest in Burns surgery.

**BAAPS Representative**
The role of the PLASTA BAAPS rep is to be a link between the two organisations, helping BAAPS facilitate what trainees need and helping trainees have access to what BAAPS has to offer. Some of the activities of this role include; Promoting BAAPS training activities; regional aesthetic training days and annual meeting, linking with mentors. Working with the PLASTA team and the BAAPS regional reps to facilitate dissemination of these events. Responding to concerns or questions raised either via the BAAPS regional reps or directly to PLASTA, when appropriate involving the PLASTA committee. Communicating with PLASTA and BAAPS about the activities of the respective organisations, attending PLASTA meetings, the BAAPS quarterly council meetings, and maintaining regular contact with the BAAPS secretariat. The BAAPS Representative will also be required to actively participate in organisation of the BAAPS/PLASTA annual ST3 preparation course. You must have an NTN. You must declare any external conflict of interests to sitting on BAAPS council (Private practice, courses to which you have a financial interest).

**Regional Representatives:** Regional representatives have a responsibility to report to the Executive Committee via quarterly webinar meetings chaired by the Vice President. You will be expected to disseminate information about PLASTA events to local trainees, and feedback on training issues including contributing to the formation of the National Training Survey. There is scope for these roles to be extended, including involvement in specific projects at Executive Committee level as required. Applications from current RACS Specialist Training Committee (STC) Representatives, or those that anticipate appointment to these positions within the next 12 months, are encouraged in order to facilitate the ability of PLASTA to feed into and receive feedback from local STC groups. The aim is for all PLASTA Regional Representatives to sit on their regional STC by January 2021. You Must have an NTN.

The Immediate Past-President will be invited to attend Executive Committee in an advisory capacity.

Please note that failure to regularly meet the requirements of your committee position, without evidence of extenuating circumstances, can result in the loss of positions on committee.

Advertisements for positions on the operational, communications, and junior trainees’ subgroups will be disseminated following election of the Executive Committee and Regional Representatives. Their appointment will be the responsibility of the Executive Committee based on a submitted application rather than by national election. These positions will be open to trainees with a NTN in plastic surgery and more junior trainees.