



## Faculty of Physician Associates (FPA) board member

### Role context

The [FPA](#), as part of the RCP, is the professional membership body for physician associates (PAs) and student PAs across the UK. We are committed to providing professional support and educational opportunities to our members, campaigning for progress and change on behalf of the profession and representing the voices of PAs at national level as the profession continues to grow. Raising awareness of the wide remit of the PA role and its contribution to patient care is also an important work stream for the FPA.

The FPA reviews and sets standards for:

- the education and training of PAs
- the PA National Examination and Recertification exam.

The faculty board is responsible for ensuring that the FPA fulfils its commitments as outlined above and as exercised within the governance framework of the Royal College of Physicians (RCP).

### Specific duties

It is expected that as an FPA board member, elected by the PA members of the faculty, you will:

- be willing to provide comment and recommendations on faculty board meeting agenda items in all aspects relating to PAs
- engage with the FPA membership on matters within its remit whilst representing the views of the RCP, ie at conferences, in meetings and on social media – this list is not exhaustive
- contribute to the development and implementation of the FPA strategy via supporting the FPA committees and ad hoc work streams
- be actively responsive to any pieces of work or documents that are circulated by the faculty to the board for consultation within the allocated timeframe
- be invited to represent the FPA at various meetings and events.

### Time commitment

FPA board meetings will occur at least three times a year; at least one of these meetings will be face-to-face. The faculty board may meet, adjourn and otherwise regulate its meetings as it sees fit, but there is an expectation that faculty board members will attend *all* board meetings in so far as possible, either virtually or in person. In addition to board meetings the FPA executive group meets with the PAs on the board more informally once a month.

As an FPA board member, you will also be required to spend time outside of the regular FPA board and executive meetings to attend meetings and engagements related to allocated work streams and take work forward.

### **Financial aspects**

Candidates for the role of faculty board member should be aware that this post is not remunerated, and it is the duty of the candidate to obtain advance agreement from their employing authority that they will be given time to attend board meetings and perform any ad hoc duties. However, board members can claim reimbursement for travel expenses to meetings in line with the FPA expenses policy.

### **Term of office**

A maximum of 4 calendar years as per the bye-laws of the FPA/RCP.

### **Role requirements**

Essential:

- qualified PA
- a member of the FPA and in good standing
- does not hold another position on the faculty board
- support of your employer in taking up this role, understanding the need for flexibility to attend meetings and events.

Desirable:

- has previous experience of working on a governance committee or board.
- can convey a clear understanding of the purpose of the FPA.
- has knowledge of the FPA's meeting procedures, decision-making rules, governance policies and the bye-laws.

\*A faculty board member's seat on the board will be vacated if:

- as a member of the faculty, the board member ceases to be in good standing
- the board member chooses to resign from the faculty board
- without good cause, the board member fails to attend three consecutive faculty board meetings
- criteria for election as a board member is no longer fulfilled.

### **Our values**

The FPA is a part of a wider organisation, with the RCP core values being integral to the way that the FPA functions.

The RCP is committed to **taking care, learning and being collaborative.**



These values drive the way we behave, how we interact with each other, and how we work together to achieve our vision and improve patient care.

**We value taking care**

This means we behave respectfully towards people, whatever their role, position, gender or background. It means we act as representatives of the RCP, and take decisions in the interests of the organisation as a whole.

**We value learning**

This means we continuously improve through active learning and honest reflection, so that we grow personally and as an organisation, while striving for excellence. We support learning and development opportunities.

**We value being collaborative**

This means we work together towards the RCP's vision in a collaborative and professional way, understanding that individuals bring different strengths and approaches to our work. We value diversity and each other's contributions.

All FPA officers and board members are viewed to have the same collective responsibilities as other RCP officers and committee members, and therefore are expected to abide by the [RCP500 Code of Conduct](#) and its standards.

The Royal College of Physicians welcomes and actively seeks to recruit people to its activities regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation. The RCP aims to reflect the diversity of its members in all its committees, senior roles and staff in general.

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