



## FACULTY LEADERSHIP:

### Women in Intensive Care Sub-Committee (WICM) Member (x 2)

## Sub-Committee Aims and Objectives

Women in Intensive Care Medicine (WICM) are looking for 2 new Members to join the WICM Sub-Committee. While the group focuses on issues of interest for women working in intensive care, the projects they work on and tools they are developing can help everyone working in intensive care medicine irrespective of gender.

The Sub-Committee reports directly into the Faculty's Careers, Recruitment and Workforce Committee and from this platform can contribute to projects aimed at attracting junior doctors into the specialty and developing tools and skills for Intensivists to use for a lifelong career in ICM.

**Confidentiality:** Members of the Sub-Committee should observe total confidentiality with respect to any discussions or papers considered confidential or sensitive, except where disclosure has been formally permitted.

## The role and you

**Terms of Office:** The term of office for members is three years in the first instance.

**Person Specification:** Fellows, Associate Fellows, Members of all genders, registered with the Faculty are eligible to apply. If you have an interest in careers advice, wellbeing support, mentoring, training and recruitment, or workforce, we would love to hear from you.

It is recommended that potential WICM Members discuss their interest in joining the WICM with hospital colleagues and line management, to ensure they can dedicate the appropriate time to the role. This position does not attract any remuneration from the FICM.

**Application:** Please submit a CV and a statement of no more than 300 words explaining your interest in the role and the skills you will bring to the sub-committee. These will be shared with the appointment panel. Please send this to [contact@ficm.ac.uk](mailto:contact@ficm.ac.uk).

**Closing Date: 10 December 2021 5pm**

## Responsibilities

Sub-Committee Members are expected to attend all meetings (more info below). Members are expected to take an active part in the work of WICM, including:

- Taking part in group discussions (at meetings and between meetings by email).
- Taking responsibility for WICM workstreams and projects, including dedicating time to work on workstreams and projects.
- Attending occasional events (i.e. workforce engagements) to do with the group's work.
- Reading all relevant written and online materials that are sent to members.
- Active participation in the WICM blog, through their own contributions and securing contributions from other interested parties.
- Producing research or written documents from time-to-time including contributions to the FICM newsletter, Critical Eye, social media and Faculty website.



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## Meetings

Typically, WICM meetings are carried out as Microsoft Teams meetings, 10am-12pm and take place quarterly.

Meetings discuss, prioritise, commission and review workstreams. They are open and friendly meetings where all members are invited to contribute and innovate.

There may be occasional face to face meetings in London. Travel expenses are reimbursed subject to the usual arrangements.

### **Disclosures of interest:**

All Members should disclose to the Chair any relevant conflicting interest of any kind (financial or otherwise) arising in relation to any item on the agenda.

### **Meeting arrangements:**

The business of a meeting of the Sub-Committee will comprise the minutes of the previous meeting, and may include presentations and progress updates on projects and initiatives.

Copies of the agenda and accompanying papers will be sent to members in advance. Members can request the chair to add items to the agenda in advance of the meeting. All members are encouraged to feel able to speak freely and contribute to the discussions.

Whenever possible, the Chair of the Sub-Committee will try to obtain a decision by consensus. Voting (if required) will be by a show of hands of the members present (either elected or appointed but not co-opted). The motion will be passed by a simple majority. In the event of an equality of votes, the Chair will have a second, or casting, vote. The ruling of the Chair on a point of order will be final.



## Support

On beginning your appointment you will join the Sub-Committee, some of whose members have been in post for over 3 years. They will support you from your first meeting and throughout the first year. The WICM Sub-Committee works in a positive and open environment and the FICM team will be on hand to support you as you join and with any subsequent workflow.



## Calendar of forthcoming committee meetings

- 11 January 2022
- 28 April 2022
- 28 June 2022
- 8 November 2022



## Contact us

Any questions? Email us at [contact@ficm.ac.uk](mailto:contact@ficm.ac.uk) and we will answer your query.