

Accreditation & Certification Sub-Committee Chair - Job Description and Person Specification

ROLE DESCRIPTION

Summary (short description of a purpose of the Sub-Committee)	The Accreditation and Certification Sub-Committee operates within the framework of the Education Committee and supports the Office based staff by developing a comprehensive accreditation and certification tools for our education portfolio. It supports the effectiveness of ISUOG's curricula by setting standards for learning objectives and developing assessment through a formal accreditation / certification program. It is an ultimate aim to set global standards in education through development and implementation of the accreditation / certification processes.
Responsibilities of the Sub-Committee	<ul style="list-style-type: none"> • Collaborate with Office staff to develop accreditation and certification processes for all products in the Society's education portfolio. • Advise Education team on options for certification in order to set global standards. • Work with other Education Sub-Committees and with the Office staff to develop and implement assessment criteria for each educational offering. • Provide technical support for certification products.
Responsibilities of the Chair	<ul style="list-style-type: none"> • Effectively lead the agreed work plan of the Sub-Committee and ensure that members are assigned and complete tasks. • Work collaboratively with other Education Sub-Committee Chairs and with the Chair of the Education Committee. • Work in partnership with the Office staff to develop and implement accreditation and certification products.
Terms of appointment	<ul style="list-style-type: none"> • Chair term is initially for three years, renewable once, subject to the current Society's recruitment procedure. • Chair should be willing to commit to meet periodically through virtual meetings, such as Zoom. • This position is not remunerated.

PERSON SPECIFICATION

Experience	<ul style="list-style-type: none"> • Volunteer Chair or Committee member experience. • Active engagement with the Society and participation in its educational activities. • Experience as an educator in our speciality. • Experience with writing, developing and implementing learning objectives and clinical assessments. • Experience with standard setting in education using an accreditation process. • Previous involvement with the Committee work as a Committee member. • Have some familiarity with simulation / simulators.
Knowledge	<ul style="list-style-type: none"> • Deep and comprehensive understanding of Education in our speciality. • Thorough understanding of accreditation and certification frameworks, ideally in an international context. • Good understanding of global training needs.
Other key attributes	<ul style="list-style-type: none"> • Demonstrated ability to effectively manage teams. • Good time management skills. • Impartial, objective and tactful demeanour. • Strong ambassadorial skills. • Expert in Ob/Gyn ultrasound. • Demonstrated commitment to ISUOG's mission to improve women's health.