

International Society of Ultrasound in Obstetrics and Gynecology

Digital Learning Sub-Committee Member - role description and person specification

ROLE DESCRIPTION

Summary (short description of the purpose of the DL Sub-Committee)	The Digital Learning (DL) Sub-Committee supports ISUOG's offer of comprehensive intermediate and advanced level education by creating the content of the Advanced Training Curriculum (ATC) and Continuing Medical Education (CME) activities, while overseeing the accreditation for these educational activities on the online learning area - the ISUOG Academy. To maintain the EACCME accreditation status, the Sub-Committee monitors the quality of content, creates, updates, and reviews new 'CME Activity' and "ATC courses", retires outdated content and suggests improvements to maintain accreditation. The Sub-Committee also offers advice and expertise that will support the promotion of this content.
Responsibilities of the Sub-Committee	To work closely with the Sub-Committee Chair and the Secretariat to: <ul style="list-style-type: none"> • Create new ATC content using existing education resources (lectures from Congress and courses, articles, guidelines, VISUOG etc.) according to EACCME criteria. • Create new CME content from existing education resources (lectures from Congress and courses, articles, guidelines, VISUOG etc.) according to EACCME criteria. • Peer review all activities on a biannual basis in line with EACCME requirements; advise on retiring and upgrading content, to maintain quality. • Ensure that there are ATC and CME activities to cover a broad range of topics requested from our members, and to fill gaps in the current offering. • Support the ATC and CME accreditation for new initiatives identified by the relevant Sub-Committees and Secretariat. • Explore diverse new formats for the presentation of ATC and CME content on the ISUOG Academy. • Provide relevant insight into international CME requirements and learning needs to improve the quality of ISUOG's online educational content and broaden its appeal and usefulness.
Terms of appointment	<ul style="list-style-type: none"> • Successful applicant will become a member of the DL Sub-Committee. • Member term lasts for three years, renewable once. • All Sub-Committee members should be willing to commit to discussions virtually to progress specific projects and are encouraged to attend the World Congress and other meetings, where possible. • All Sub-Committee members must be willing to commit to looking through the required educational content and offering the relevant suggestions and information needed to maintain the CME accreditation status, including Conflict of Interest forms. • All Sub-Committee members must be willing to commit to the creation of ATC and CME content as required to fulfil the needs of ISUOG's online learning - the ISUOG Academy • This is a voluntary position and is not remunerated.

PERSON SPECIFICATION

Experience	<ul style="list-style-type: none"> • Early to advanced career clinical specialist practicing in obstetrics and/or gynecology.
Knowledge	<ul style="list-style-type: none"> • An excellent understanding of research in your respective field of experience. • Demonstrated experience developing learner-centred materials for medical education courses, or CME activities, e.g. creation of learning objectives and multiple-choice questions in line with EACCME rules and regulations. • Ability to apply this experience to assess quality of lectures and articles against any associated ATC or CME activity learning objectives and multiple-choice questions, to ensure the highest quality of content in conjunction with Sub-Committee procedures and any accrediting body requirements. • An interest in ISUOG and its activities, e.g. <i>Ultrasound in Obstetrics & Gynecology (UOG)</i>, World Congress, education courses and online learning.

	<ul style="list-style-type: none">• An awareness of other online educational courses and online CME offered to the profession.• In good standing in line with ISUOG Code of Conduct.
Other key attributes	<ul style="list-style-type: none">• Successful applicant must have a keen interest in working with ISUOG to develop its online presence, LMS, resources and tools and is happy to work actively with the ISUOG office on these projects.• The ability to meet deadlines and work collaboratively in teams are attributes sought after in the applicants for this position.