

Biochemistry Education Group Chair (Deputy Director of Education, Training & Workforce)

Last reviewed: July 2024
Next review: March 2026

Purpose of the role

The Biochemistry Education Group Chair leads a sub-group within the Education, Training, and Workforce Committee. The primary objectives are to develop an annual education program addressing the needs of members working in biochemistry and related fields, and to ensure comprehensive learning support for trainee members throughout their training.

This group brings together regional tutors, representatives from the trainees committee (both medical and scientific), Analytical Toxicology and Metbionet representatives, and National School Healthcare Science (NSHCS) representatives.

Additionally, the Chair serves as the Deputy Director of Education, Training, and Workforce, assisting in leading these initiatives for the Association.

Responsibilities of the Role

- Plan the annual training day, residential training course and leadership training, appointing a convenor for each course and working with the Association's Event Manager to deliver these.
- Suggest and review biochemistry content for the Laboratory Medicine Learning Academy.
- Work with the Conferences & Events Committee to suggest and review biochemistry content for our annual events programme.
- Work with the Regional Chairs on the appointment of Regional Tutors in biochemistry and related disciplines to support trainees.
- Review and approve national education bursary applications and report to the Director of Education ahead of each Education, Training and Workforce committee meeting on the number of bursaries awarded.
- Nominate a member of the group as the EDI liaison and the Green Champion liaison
- Deputise for the Director of Education, Training & Workforce when required (This could include attending occasional Association Executive and Council meetings, sitting on awards panels)
- Keep the aims and objectives of the Biochemistry Education Group up-to-date and aligned to the Association's strategy
- Work with the director of Education, Training and Workforce to agree work priorities for the Biochemistry Education Group through an annual committee work plan.
- Advertise and Recruit roles as necessary working with the Membership Manager to make sure the Group is representative of members in biochemistry and related disciplines.
- Chair two meetings per year of the Biochemistry Education Group



- Ensure all members are kept up-to-date on matters affecting Education and Training in Biochemistry and related disciplines
- Within the Biochemistry Education Group you will be working with:
 - Regional Tutors
 - National School of Healthcare Science (NSHCS) representatives eg. lead station writer
 - Trainees committee – clinical scientist and medical representatives
 - Analytical toxicology representative
 - Metbionet representative
 - Association for Laboratory Medicine Events Manager
- The postholder will also develop relationships with the following people/groups through the Education, Training and Workforce committee:
 - Workforce Task Group
 - Royal College of Pathologists (RCPATH)
 - Immunology Professional Committee Education representatives
 - Microbiology Professional Committee Education representatives
 - Laboratory Medicine Learning Academy
 - Academy for Healthcare Science (AHCS)
 - Association of Clinical Scientists (ACS)
 - Health & Care Professions Council UK (HCPC)

Person specification

Essential

- Member of the Association for Laboratory Medicine
- Post HCPC registration experience
- Obtained FRCPATH Part 1
- An interest in developing education courses and products
- Share Association for Laboratory Medicine values

Desirable

- Experience of committee working and Chairing meetings

Time Commitment

- Deputise at Association Executive and Council meetings if the Director of Education, Training & Workforce is unable to participate
- Chair two virtual meetings of the Biochemistry Education Group each year
- Attend meetings of the Education & Training Committee (One virtual and one in person each year)
- Attend LabMedUK Training Day