

## **BIHS Education Committee Vacancies**

### **Application Terms and Conditions**

#### **1. Purpose of the Role**

Committee members will support the objectives of the BIHS Education Committee, which include promoting education and awareness about hypertension management and prevention across the UK and Ireland. The committee member will be involved in planning, organising, and delivering educational initiatives and resources.

#### **2. Eligibility Criteria**

To be eligible for this role, applicants must:

- Have an active interest in public health, hypertension, and education.
- Be committed to the aims and values of BIHS.
- Be able to dedicate sufficient time and energy to the role, as agreed upon during recruitment.
- Agree to abide by the BIHS Education Committee terms of reference, policy and code of conduct.
- Must be or become a member of the BIHS prior to applying.
- Preferably be able to attend the first committee meeting on 31 March 2025.
- Be able to attend 4 meetings per year

#### **3. Responsibilities**

The successful applicant's key responsibilities will include:

- Attending scheduled committee meetings (virtual or in-person) during the course of the year
- Assisting with the development, organisation, delivery and evaluation of a range of educational initiatives across primary and secondary health care to improve knowledge and skills in the prevention, detection and management of hypertension and related diseases
- Assisting with the development and delivery of educational events
- Liaising with stakeholders, including healthcare professionals, educators, and the public.
- Supporting promotional activities related to education campaigns.
- Upholding BIHS's mission and ethical standards.
- Developing and continuing to update BIHS educational content on a variety of topics in hypertension and related diseases

- Developing e-learning as a mode of delivery in the teaching and learning of topics in hypertension and related diseases
- Publicising widely the educational activities of the BIHS
- Developing and co-ordinate a cluster approach to teaching and learning in hypertension and related diseases, with a particular focus on primary care. This will include the appointment of BIHS Education Ambassadors who will take the teaching and learning to healthcare facilities
- Collaborating with other societies and organisations to promote educational activities in hypertension and related diseases across the multi-professional health care team
- Exploring the validation of a UK Specialist Accreditation Programme in hypertension including curriculum design, assessment and quality assurance

#### **4. Commitment**

Committee members are expected to commit to the role for a minimum period of 24 months, with an estimated time commitment of 2-4hrs/month. Extensions or adjustments to the commitment period will be mutually agreed upon as needed.

#### **5. Conduct and Professionalism**

- Committee members must act in a professional and respectful manner when representing BIHS.
- Confidentiality must be maintained regarding any sensitive or proprietary information.
- Any conflicts of interest must be disclosed to the Chair of the Education Committee by completing a form

#### **6. Support and Supervision**

- The committee member will report to the Chair of the Education Committee
- Training and resources necessary to fulfil the role will be provided.
- Regular feedback will be given to ensure the committee member feels supported and valued.

#### **7. Reimbursement**

This is an unpaid committee member position. However, BIHS will reimburse reasonable expenses incurred in the performance of the role, such as travel or materials, in accordance with the BIHS Expense Policy.

#### **8. Termination of Agreement**

Either party may terminate the agreement at any time with reasonable notice. Grounds for termination include:

- Failure to meet the agreed-upon responsibilities.
- Breach of confidentiality or conduct unbecoming a representative of BIHS.

## **9. Equal Opportunities**

BIHS is committed to fostering a diverse and inclusive environment. Applications are welcomed from individuals of all backgrounds, regardless of age, gender, ethnicity, disability, or religion.

## **10. Acceptance of Terms**

By accepting the role, the committee member agrees to adhere to these terms and conditions and work collaboratively towards achieving the goals of the BIHS Education Committee.