**LMC GP TRAINEE COMMITTEE MEMBER ROLE DESCRIPTION**

**Electoral Term 2025 – 2026**

1. Who we are and what we do

In being elected as a GP Trainee Committee Member of the Leicester, Leicestershire and Rutland Local Medical Committee (LLR LMC) you would be joining the governing body of an organisation that has roots going back to 1911. For over a century we have worked consistently to support our members.

**Advise – Support - Represent**

Advise, support and represent are the cornerstones of our work and as a governing body Committee Member you will play a key role in shaping the strategic development in these areas. We aim to deliver solutions for our members now as well as looking to the future and playing a key role in shaping the overarching strategy within which we all work. This is rewarding work, making a tangible difference to our members providing effective advice and support at both a local, regional and national level. ha

We are an organisation recognised by statute and understand and subscribe to the highest standards of corporate governance and accountability.

In summary, the purpose of the role is to add value to the LLR LMC’s organisation by contributing experience, expertise and insight to determine strategy, direction and control in the interests of our members.

1. Main purpose of role:

To represent GP Trainees across Leicester, Leicestershire and Rutland. To act as ambassadors for the LMC as the professional representative body and to advise and inform constituents of the issues of the day linking into the local and national landscape.

1. Main tasks of role:

1. To attend and participate in monthly LMC face to face board meetings (second Wednesday of the month) to represent the views of GP Trainees and understanding issues to be discussed on future agendas.

1. Work with LMC staff to deliver projects and develop the working and relationships between the GP Trainees and LLR LMC.

2. Support with the promotion of all LMC work within GP Trainees and keeping abreast of communications and events that the LMC is leading on.

3. Reading important literature affecting the LMC role with the minimum requirements being to read the LMC committee email updates and newsletters.

5. Responsibility for following up on actions identified at meetings and providing updates on those actions at future meetings.

1. Representative
2. Responsibility to raise own profile and that of the LMC with GP Trainee colleagues supported by the secretariat.
3. Attending LMC committee meetings and bringing information on GP Trainee issues to the meeting for discussion and feedback as appropriate.
4. Work with secretariat to take feedback from committee meetings back to GP Trainees as necessary and spread relevant information that they become party to as part of their committee membership.
5. Liaise with local General Practice infrastructure on behalf of GP Trainees in the locality.
6. Attendance at LMC events such as the LMC Annual General Meeting, helping to ensure a good turnout from GP Trainee colleague.
7. Respecting confidentiality and upholding behaviours of the LMC at all times.
8. Who can stand

All GP trainees within the Leicester, Leicestershire & Rutland with a connected to an LLR educational supervisor connected to a LLR practice/training scheme are eligible to put forward a self-nomination application.

1. Electoral Term

The GP trainee position will be for a 12 months but would be eligible to stand again in future years whilst a trainee.

1. Remuneration

This position is not renumerated as it is considered part of the trainee’s development.

Expenses will be covered by the LLR LMC, and any additional duties will be carried out on an optional basis and remunerated at the rate that is agreed by the Governing body and will be paid on the production of an invoice and completed claim form**.**

1. When do we meet?

The Committee meetings will take place on the second Wednesday of every month, 1.30 -3.30pm with a light lunch will be available from 1.00pm at the venue.

In addition to the Committee meetings, each Committee member will be expected to attend the annual AGM and any specific training sessions.