

The British Dietetic Association volunteer position – Ordinary Member

<p>Role</p> <p>Ordinary Member (Data Contact), Glasgow and West of Scotland Branch</p>
<p>Aims/Objectives of the Branch</p> <ul style="list-style-type: none"> • To act as a source of communication between the BDA and local members. • To provide a forum for Dietitians to meet on a regular basis • To provide educational opportunities to Dietitians to support Continuous Professional Development. • To promote the sharing of information and examples of best practice • Promote the role of the BDA in the Glasgow and West of Scotland region, including recruitment and retention of members.
<p>What this post has to offer</p> <p>Through this position you will gain communication and project management skills, which can translate directly into career development. It will also give you an opportunity to work with colleagues across your region, sharing knowledge and skills.</p>
<p>Main tasks/responsibilities</p> <ul style="list-style-type: none"> • To act as the Branches data contact responsible for requesting, storing and destroying protected data where relevant • To act as the main point of contact between the BDA office and Branch for any data related queries • To stay up to date with the BDA's data protection policies • To undertake any duties which support other members of the committee and the membership. • To undertake specific duties as agreed with the committee e.g. support marketing, event logistics, etc.
<p>Level of commitment</p> <p>Committee meetings are held up to 3 times a year (mostly via teleconference), plus a varying and flexible amount of work in between times. The Branch aims to hold 3 events for members, one will include the Annual General Meeting. This position is elected to the role for a two-year term of office and should serve no more than two consecutive terms of office. However, you can give reasonable notice to end your volunteering if you are no longer able to fulfil your role.</p>
<p>Main times of volunteering</p> <p>Committee meetings are usually held on a weekday evening. Branch events usually take place during evenings and weekends.</p>
<p>Training and support offered</p> <ul style="list-style-type: none"> • The BDA has a designated member of staff supporting Groups and Branches in the delivery of their work. Individualised support can be offered to suit the member. • Volunteer handbook, hub, templates and resources. • GDPR guidance, webinar and training available • Individual induction, handover and training at convenient location and time for you. • Participation at the Groups and Branches networking day (held once a year).