

The British Dietetic Association volunteer position

Ordinary Member; Public Health Specialist Group

Aims and Objectives of the Group

- To provide a forum through which members can network and share ideas, information, good practice, and expertise
 - To support members in accessing a range of appropriate professional development activities and opportunities for Public Health Dietetic practice, and where appropriate to advocate for this provision
 - To promote high standards of practice in the field of Public Health Nutrition and Health Promotion Dietetics, through both defining and developing competencies of the dietetic workforce across a range of practice settings and roles
 - To be an effective champion for Public Health Nutrition within and on behalf of the BDA, by identifying priority issues and themes that the network can promote, raising debate and discussion among BDA members, and shaping BDA policy, position statements and press releases
 - To contribute expert advice to the BDA in responding to national policy and professional development issues, including access to expert leads on specific topics
 - To link with BDA specialist groups and other groups in promoting Public Health Nutrition and professional development issues
 - The Group shall cover the whole of the UK and is expected to accommodate subgroups reflecting the membership within each of the four UK countries, where relevant
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What the post has to offer

As an Ordinary Member, you will work with the committee to ensure the successful delivery of projects, education and networking for specialist group members. You'll have a particularly important role in supporting the committee in its work, dipping in and out of projects of interest and using your skills and expertise to help deliver your specialist group aims and objectives.

You'll work with the committee to develop an overview of the strategic developments affecting the specialist group from both within the BDA and externally to the profession. Using your knowledge and skills to represent specialist group members interests, advocate for the Public Health specialism and the dietetic profession as a whole.

We don't expect you to do it alone, you'll work closely with the specialist group committee and with the support of the BDA staff team.

Through this position you will gain organisation, 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 speciality, building networks, sharing knowledge and skills.

Main duties and responsibilities

- Support the committee in delivery of group projects.
- Work closely with the BDA's Volunteer Officer (Groups and Branches), seeking advice and guidance where needed.
- Learn from committee members with specific portfolios, getting involved and leading on specific projects as required.

- Undertake specific duties as agreed with the committee e.g., support research activities, sub groups or work on specific projects and tasks.
 - Attend and contribute to committee meetings.
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Training Support and Resources

Support for this role is offered by key committee members including the Chair, Secretary and Treasurer who work as a team to set strategy, determine priorities and lead the committee to success.

We have a variety of resources, tools and training available to support this role including:

- Full induction with BDA staff and a full handover from the previous postholder.
 - Training and development opportunities to help build personal and professional skills including workshops, webinars and the BDA's annual volunteer conference.
 - Committee leadership training to help build skills in strategy and governance.
 - Access to our volunteer handbook and volunteer hub providing a range of resources and guidance.
 - Regular communications including a monthly volunteer ezine with BDA updates and opportunities.
 - Networking with other volunteers through events, webinars and access to our volunteer forums.
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Length of service and commitment

You will be elected for a two-year term of office and have the option to extend for an additional two-year term. Members who undertake this role often transition into a committee role with portfolio, using the first term to learn about the committee and the work that is undertaken. Reasonable notice can be given if you are no longer able to fulfil this role.

There are a number of training and development opportunities available, including a detailed induction with BDA staff and governance training to be undertaken upon commencement of each term.

Committee meetings are held 4-5 times per year. Committee meetings are usually held on a weekday evening by video call. There is a varying and flexible amount of work in between times. The PHSG aims to hold a minimum of 2 events for members per year, one will include the Annual General Meeting, it is typical for the committee to attend these events.

Appointment method

To apply for this role please submit a [nomination form](#) and a copy of your CV to Phnsg@bda.uk.com by **Friday 15 July**. Nominees must be a member of the group and provide the names and signatories of two BDA members to support their nomination.

If you would like an informal, confidential discussion about the role and the nomination process, please contact Carlena Probert-Baulch, Volunteer Manager at c.probert-baulch@bda.uk.com.

For more information and resources about the role please visit the [BDA Volunteer Hub](#) and log in to your BDA account.
