



BSSH Overseas Committee Terms of Reference

Purpose:

Our vision is 'To use BSSH resource to deliver maximum possible benefit for patients in need of hand surgery in the developing world'. The Overseas Committee will develop and coordinate sustainable educational and surgical projects across the developing world

Chair:

Appointed by Council.

To appoint a new chairman, expressions of interest will be sought from the BSSH membership with previous experience as a member in a BSSH committee. Interview will be held when there is more than one candidate. Shortlisting will be undertaken for greater than 4 candidates. The interview panel will be composed of the current BSSH committee Chair, a committee representative, a BSSH Council Trustee \Officer representative and another committee Chair. The applicant will have to indicate they have sufficient time available to commit to chairing the committee meetings, arrange associated activities and attend council meetings. The chair will be an ex officio Council member with a responsibility to attend the Spring and Autumn council meetings in person or virtually.

Term of office:

3 years

Overlap of 12 months with previous Chair

Committee composition:

- Chair
- BSSH President
- BSSH Secretary
- Elected members
- Invited representatives
- Partner association representatives
- BFIRST
- BAHT
- Trainee Representative (Orthopaedic and Plastic)

Elected members (3-5)

Term of office:

3 years (optional extension in exceptional circumstances to a maximum total of 5 years)

To appoint new members expressions of interest will be sought from the BSSH membership.

They will have to have sufficient time available to commit to attending the committee meetings and associated activities.

During the period of membership failure to make a satisfactory contribution through committee work and attendance at meetings may result in termination of the appointment at the discretion of the chair, with justification made to council. If two consecutive meetings are missed this will result in termination of the committee membership.

Similarly, a change in personal or professional circumstances resulting in the inability to make the required contribution should be discussed with the chair and the appointment suspended or the member to demit as appropriate.

At least one new member should be elected each year. The committee should attempt to reflect the make-up of the society in terms of numbers of orthopaedic/plastic surgeons, geographic and demographic mix.

Working Methods:

Email and telephone. Wherever possible, taking annual leave etc. into consideration, a response should be made within seven days.

Meetings (face to face and virtual) twice yearly, spring and autumn, to allow preparation for presentation at the subsequent council meeting.

Meeting times and venue to be set 1 year in advance.

General responsibilities:

- Promotions of BSSH overseas work to ensure projects are visible and accessible to all BSSH members
- Identifying projects in units where BSSH involvement will lead to sustainable long-term benefits
- Develop synergistic links with other voluntary organisations
- Regular liaison with BSSH Council and officers
- Exploration of additional funding streams to support BSSH overseas work
- Development of a hand surgery educational resource able to be tailored to local needs
- Maintain high standards of Governance in Overseas Trips and adhere to the BSSH Code of Conduct