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WONCA Europe Liaison Job Description

Purpose

To represent EYFDM's interests in Wonca Europe Executive Board and support WONCA Europe Executive Board (WE EB) work

Activities

- Bring a trainee and early-career GP views and input into WE EB work.
- Share relevant information from WE EB with EYFDM EB and vice versa

Why

- To ensure the voice of EYFDM is heard in WONCA Europe.
- To ensure representation and advocacy for NFGPs/FDs to externals who are in contact with WE

Duties & Responsibilities

- Commit to a 3 year mandate (Sept 2025 - mid 2028)
- Attend regular WE EB monthly online meetings and biannual face to face Spring and Winter meetings.
- Attend annual EYFDM Executive face to face planning meeting
- Attend both the WONCA Europe annual conference and the EYFDM Forum
- Advocate for EYFDM in WE meetings
- Report to EYFDM Executive relevant topics discussed in WE EB and Council
- Report to WE EB on relevant topics discussed in EYFDM Executive and Council
- Be an active member of WE EB, including joining a WE Statutory Committee.

Skills & Competencies

- Communication
- Negotiation
- Diplomacy
- Teamwork
- Time management
- Previous Executive or Council experience in EYFDM in order to have a good understanding & knowledge of EYFDM and WONCA Europe
- English language proficiency
- Online communication

Relationships (reporting/info gather/ collaborate)

- Report to EYFDM Executive
- Collaborate with EYFDM Executive
- Active member of WE EB

Extra information

- Candidates have to be present in EYFDM Council meeting on September 17th in Lisbon.
- Newly elected WE EB EYFDM Representative will have to be attend all activities of WE Executive Board between September 17-21st in Lisbon
- The elected WE Liaison will have travel and accomodation costs for all WE EB meetings and WE Conference registration fee covered by WE according to WE policy. Partial travel / accommodation costs of attending EYFDM planning meetings and Forums forums may be reimbursed, depending on the EYFDM budget.