



# TASME 2021-2022 Events Role Recruitment Information

**Role Title:** TASME National Committee Member – Events Team

**Accountable to:** TASME Directorate, and ASME Director of Career Groups and ultimately the Board of Directors

**Location:** Post holder's normal base

**Duration:** Two-year appointment, subject to satisfactory annual reviews. An additional one-year term can be undertaken for TASME only. It is estimated the role requires approximately 3 days per month on average (with fluctuations depending on various events) to undertake the duties associated with the position.

**Vacancies:** 3

---

## ASME's Aim

To work collaboratively with educators, learners, researchers and policy makers to promote scholarship and excellence in medical education to meet the changing needs of the future healthcare workforce.

The goals to support this are:

- To increase, engage and support both our current and future membership
- To better disseminate our aims, achievements and policies through an enhanced publication strategy
- To create an active educational community that effectively communicates both internally and externally to promote excellence
- To develop an effective international perspective that promotes collaborative scholarship

## Purpose

ASME runs a number of national workshops/one day courses and conferences and offers a number of awards and fellowships.

The events team will work with ASME, in particular with the Director of Career Groups and the Board, to develop a range of activities to support the aims of JASME/TASME (in line with ASME's Aims and Objectives). The specific event for which the events team are responsible for is the annual TASME conference.

The Committees during the COVID-19 pandemic normally meet bimonthly with additional telephone conferences, if required.

## TASME

TASME (Trainees in the Association for the Study of Medical Education) is a Career Group of ASME that aims to support junior doctor and early career medical educator involvement in Medical Education. It is run by a committee of junior doctors from several specialties, with the support of the ASME Board.

TASME is designed to benefit junior doctors with an interest in medical education (be it teaching or research) through the following aims:

- To foster an interest in medical education amongst junior doctors through activities, events and discussion that support trainee involvement in medical education.
  - To influence medical education policy and practice through representation within ASME.
  - To encourage and promote good practice by developing systematic training in medical education and research.
  - To create a forum for trainees and clinical teaching fellows to exchange viewpoints and experiences of medical education and discuss their role within it.
  - To facilitate, promote and conduct medical education research initiated by trainees.
  - To promote on-going involvement in teaching throughout training and careers in medical education.
-

## Main Responsibilities

1. The post holder will assist the events team and wider committee to:

Ensure the Association achieves its goals, specifically relating to the development of junior doctors

- Co-ordinate the content, design, implementation, evaluation and subsequent follow up action

for all courses/conferences and workshops including:

- TASME - Annual Spring Conference and various workshops
- Develop, foster, and nurture relationships and partnerships with relevant individuals and external organisations

## 2. General Responsibilities

Assist in the following where capacity allows:

- Horizon scan for networking and collaboration opportunities and assisting any other subgroups of TASME of interest.

## 3. Communication and Working Relationships

Attend regular TASME meetings

## 4. Travel and Expenses

All Career Group Committee members should adhere to ASME's travel and expenses policy.