



Terms of Reference for the Careers in Pharmaceutical Medicine Working Group

Purpose

This working group has been established to advise FPM on how to raise awareness of pharmaceutical medicine as a career option and how to provide our members with career guidance and support through the provision of information and networks.

Principal responsibilities and outputs

This working group has the following responsibilities:

- Propose activities which will raise the awareness of pharmaceutical medicine as a profession, and of FPM as the specialty's professional body
- Expand the provision of information on careers in pharmaceutical medicine with consideration to the various audiences, for example those considering switching specialty, those choosing their specialty or those who have been in pharmaceutical medicine for several years
- Consider how FPM can support members by establishing a network to provide careers advice and guidance with consideration as to how this could be extended to provide support to non-members considering entering the profession

Membership of the Working Group

Membership of the group will include representation from the following stakeholder groups:

- Membership Committee
- Trainees Committee
- Wider FPM membership
- FPM Events and Membership Engagement Manager
- FPM Head of Membership

The number of working members will be 10-12. The group will be chaired by a member of the Membership Committee and secretariat support will be provided by FPM's Events and Membership Manager.

Meeting frequency and location

The group will meet once a month with meetings held online unless otherwise agreed by working group members. Group members will also provide additional input on specific matters between meetings as required, for example contributing to draft papers or presentations.

Duration of the Working Group

This group will meet monthly from late January 2023 to late June 2023 with a break until mid-September 2023 for the final meeting prior to reporting back to the Membership Committee on 25 September 2023.

Reporting and authority

The working group is a sub-committee of the Membership Committee, and this group will report on progress to the Membership Committee. On behalf of the Membership Committee, this group has the authority to make recommendations in consultation with FPM's Head of Membership.