

## **The Role of the Honorary Education Officer**

1. Pro-actively initiate opportunities to continually develop ASCN UK educational resources
2. Initiate ongoing evaluation of ASCN UK educational publications
3. In collaboration with ASCN UK secretariat; committee and area reps – oversee co-ordination of educational activities
4. Initiate communication via a range of media to disseminate educational activities to ASCN UK members.
5. Be instrumental in assisting ASCN UK committee and secretariat in organising the ASCN UK Annual specialist Conference including: -
  - a. Co-ordinating abstract process
  - b. Collaboratively compiling suitable programme
  - c. Liaison with speakers
6. Represent ASCN UK at National conferences (e.g. IA, ACPGBI, GIN, BJN) where applicable
7. Represent ASCN UK at International level through attendance at conferences and raising profile of ASCN as required
8. Collaborate with International representatives to promote working partnerships in the quest to support stoma care specialism
9. Prepare an Annual Report to be presented at the Annual General Meeting
10. Maintain an insight and be up to date with current national stoma care courses.
11. Liaise with nursing press both nationally and internationally regarding the publication of relevant written material.
12. Act as proof-reader for specific journals, and/or delegate as appropriate to suitable ASCN UK members.
13. Collaborate with Mark Allen group to support dissemination of relevant articles for BJN/GIN stoma care supplement
14. Provide encouragement support and direction to potential authors/presenters
15. Support all aspects of ASCN UK in the running of the Association, attending meetings wherever possible and responding to emails in a timely manner.
16. Ensure that all decisions are made in alignment with the current ASCN UK Constitution