

ASCN UK Education Officers Roles & Responsibilities

Education Officer – focus areas

- In collaboration with ASCN UK secretariat; committee and area reps – be pre-emptive in the development and co-ordination of educational activities for ASCN members utilising a range of modes to meet their needs.
- Undertake a pro-active role in organising the educational and scientific programme of the ASCN Annual Conference in alliance with the secretariat and committee.
- Take the lead, and in collaboration with secretariat and committee, co-ordinate abstract processes and engagement with speakers and presenters.
- Encourage and support members to develop presentations and written work.
- Support dissemination of professional knowledge through journals and professional media.
- Promote professional development opportunities for ASCNUK members and ensure the wider community of stakeholders supporting people living with a stoma are considered.

Clinical Development Officer – focus areas

- Pro-actively initiate opportunities and co-ordinate the continual development of ASCN UK educational Resources inc: clinical guidelines, standards, position statements and update as required.
- Initiate and support working groups develop clinical resources for the profession inc: competencies.
- Maintaining awareness of emerging evidence and national policy relevant to stoma care practice.
- Support collaboration with national clinical organisations and initiatives.
- Ensure ASCNUK clinical resources remain up to date, evaluated and aligned with current evidence and policy.
- Maintain an insight and be up to date with current national stoma care courses and ensure ASCNUK website is up to date in conjunction with secretariat.

ASCN UK Education Officers Roles & Responsibilities Continued

Education role shared responsibilities

- Represent ASCN UK at National conferences (e.g. IA, ACPGBI, GIN, BJN) where applicable.
- Represent ASCN UK at International level through attendance at conferences and raising profile of ASCN as required.
- Collaborate with International representatives to promote working partnerships in the quest to support stoma care specialism.
- Review ASCNUK website (as a minimal twice a year) in respect of educational content and initiate relevant development and updates.
- Co-ordinate the Jean Preston grant process in collaboration with the secretariat - inc: timely review of applications, marking and follow up contact.
- Prepare an Annual Report to be presented at the Annual General Meeting.
- Liaise with nursing press both nationally and internationally regarding the publication of relevant written material.
- Identify appropriate personnel to write and submit BJN editorial in timely manner.
- Collaborate with Mark Allen group to support dissemination of relevant articles for BJN/GIN stoma care supplement.
- Be a member of the BJN editorial board and fulfil commitments in a timely manner.
- Act as proof-reader for specific journals, and/or delegate as appropriate to suitable ASCN UK members.
- Provide encouragement support and direction to all actual and potential authors/presenters.
- Support all aspects of ASCN UK in the running of the Association, attending meetings wherever possible and responding to emails in a timely manner.
- Ensure all decisions are made in alignment with the current ASCN UK Constitution.