

TERMS OF REFERENCE

Early Career Network

1. Purpose:

The aim of the network is to share learning and experiences and act as a channel for early career members to voice their opinions, concerns, and suggestions via CLEC, ensuring that the professional expertise of members in infection prevention and control is represented and valued in decision-making processes.

2. Accountability:

The Network is accountable, through the Network Co-ordinator to the IPS CLEC. The network is accountable, through the Network Co-ordinator to the IPS Clinical Leadership & Engagement Committee (CLEC).

Responsibility for the leading and managing the group, in line with the approved terms of reference, rests primarily with the Network Co-ordinator.

The network is a group of the Society, which is a limited charitable company, therefore responsibility for the operation and functioning of the group within IPS ultimately remains with the IPS Board of Trustees in their roles as Charity Trustees, and company directors.

3. Objectives

The Network will:

- Be available as a point of reference to give views, identify risks and opportunities; while making suggestions on solutions to issues and challenges.
- Share and discuss relevant learning, resources, improvements and experiences.
- Share and discuss matters related to your expertise, background and practice.
- Identify learning from issues faced
- Provide expert advice, recommendations, and co-creation on key strategic initiatives, policies, and programmes developed by the IPS
- Collaborate with each other and other IPS groups e.g. Branch, SIGS
- Signpost and troubleshoot
- Review and provide feedback on both the delivery and any proposed changes to the IPS strategy, ensuring alignment with member interests and needs
- Facilitate communication between the IPS membership and the leadership.

- Assist in developing and delivering strategies to increase member engagement and participation in IPS activities.
- Provide expert insights on how IPS services, events, resources, and communications are perceived by members, offering constructive feedback.
- Advise and co-create on the development and enhancement of member benefits, including educational resources, networking opportunities, and other support services and support in their delivery.
- Support the delivery of the current IPS strategy, providing expert feedback to the CEO and Board of Trustees to ensure it aligns with the evolving needs of the membership and strengthens the leadership of the society in infection prevention and control across diverse healthcare settings.
- Provide input on membership growth strategies, including recruitment, retention, and engagement initiatives.
- Contribute to the development of IPS's outreach efforts to underrepresented groups within the infection prevention community

4. Membership:

The Network will consist of:

- Co-ordinator
- Deputy Co-ordinator
- Members

In Attendance:

IPS President, Vice President and staff team as required

5. Meeting Arrangements

- The Network will meet every [frequency].
- Meetings will be held virtually.

6. Reporting:

Regular updates on the network's activities will be provided to the IPS President

7. Review and Evaluation:

Each network has been established as a result of demand from IPS members. The role, purpose and demand for each network will be formally reviewed every 3 years. This will enable IPS to respond to the needs of members