**RCOT Example role – Specialist Section National Executive Committee (NEC)**

NEC role 2: Vice Chair

**Main purpose of the role**

Support the Chair and the National Executive Committee (NEC), ensuring that it fulfils its core business and responsibilities in line with our governance. Take responsibility for NEC in the absence of the chair. Work collaboratively with the committee, helping them achieve the aims of the Specialist Section.

**Role and responsibilities:**

* Provide support for the chair.
* Take responsibility for NEC in the absence of the chair.
* Take any other additional role/responsibility that may be necessary within the NEC, for example, membership lead/conference support.
* Attend RCOT meetings on behalf of the Specialist Section as required.
* Have oversight of Specialist Sections membership figures, functions, structures, and developments.
* Promote evidence-based best practice and encourage development of skills and knowledge within the specialism.
* Encourage membership of the Specialist Section and promote its activities.