

TERMS OF REFERENCE
OF
THE WPA EARLY CAREER PSYCHIATRISTS SECTION

July, 2015

Amended May, 2017

I. The Early Career Psychiatrists Section will be compliant to the Statutes and By-laws of WPA and will follow all WPA constitutional clauses for its functioning.

II. Definition:

A. The term “early career psychiatrists” includes psychiatry trainees and psychiatrists within 7 years after specializing in psychiatry (i.e. finishing the whole time equivalent postgraduate speciality training in the respective country).

B. Due to the difference in training pathways in different countries, specializing in psychiatry is considered to start with the doctor’s recognition by his/her national medical council (or its equivalent entity) as a psychiatrist i.e. specialist/speciality doctor. Thus, each member will have to submit a document with the exact dates of becoming specialized in psychiatry in his/her country.

III. Membership of the Section Committee:

A. According to the WPA By-Laws Section X, Item 30 - Creation of Sections; Section Committee consists of no more than eight members of the section, three of who shall be elected Chair, Co-chair and Secretary of the Section. The Section Committee shall be the governing body of the Section.

B. In order to ensure global representation, 8 section committee members representing North America, South America, East Europe, West Europe, Middle East and North Africa (MENA), South Africa, Asia, Australia and New Zealand are to be elected. 3 of them will be elected chair, co-chair and secretary.

- C. Any Section Member is eligible to be a member of the Section Committee and/or a Section Officer except for members of the WPA Executive Committee.
- D. Section committee membership can be for a maximum of two triennia (six years), whether consecutively or not.
- E. If a section committee member decided to step down *within* the first year of the triennium, the rest of the section committee can directly appoint another eligible ECP to fill in the empty place without re-elections. This period will be considered a full triennium for the newly appointed section committee member, and for the section committee member who stepped down if decided to run again in any future elections (putting in consideration that either should not exceed the maximum of two triennia membership).
- F. If a section committee member decided to step down *after* the first year of the triennium, the rest of the section committee can directly appoint another eligible qualified ECP to fill in the empty place without re-elections. This period will NOT be considered a full triennium for the newly appointed section committee member, and he/she still retains the right for another two triennia as a section committee member. However, this period will be considered a full triennium for the section committee member who stepped down if decided to run again in any future elections (putting in consideration that either should not exceed the maximum of two triennia membership).
- G. The section committee should meet at least once a year, with at least four of the section committee members. Meetings can either be physically or to be replaced by teleconference meetings.
- H. All the section committee members should attend the WPA World Congress of Psychiatry, where the elections for the new section committee will take place.
- I. Section committee members are elected by collecting the majority of the votes of the section members who are present at the section meeting during the WPA World Congress of Psychiatry.
- J. Elections could take place electronically (online) if the section committee members believed that not enough members will be able to be physically present in the World Congress.

K. The section committee prepares the section elections and all physical section meetings which are held at least every three years during the WPA World Congress of Psychiatry.

L. The section committee maintains communications with the section members through regular emailing and teleconferences as needed and supports the section members in creating and implementing the section action plan.

M. The registration fees during World Congresses of Psychiatry and other WPA scientific meetings will be reduced for the Chairmen of the Sections that are organizing an event during the meeting or, when the budgetary situation permits, waived (WPA By-Laws Section X, Item 33).

IV. Membership of the section:

A. Membership is strictly for medical school graduates (i.e. psychiatrists and psychiatry trainees) who fit the criteria of ECPs' definition and who are members of the WPA (N.B.: Membership of WPA includes members from different member societies and any individual members).

B. To apply for the membership, a short CV accompanied by a letter, explaining why joining the section is requested, must be sent to the Secretary of the section. The board will then review the request and decide. The board has the right to deny any applicant the membership if not qualified for the section.

C. The section committee has the right to immediately and unilaterally terminate the membership of any section members in case of any unacceptable behaviors. The termination of membership will be recommended by the section to the secretary for Sections who will take this matter to EC for final decision.

D. The Secretary for Section will be provided at least annually with an updated Section membership list.

V. Advisory Committee:

A. The Section may consult senior members from WPA membership for advice and mentorship.

B. According to the WPA By-laws (Section IV, Item 31), the Secretary for Sections is responsible for the implementation of WPA policies concerning the work of the Sections, and for the coordination of their work. The Secretary for Sections serves as adviser to the Sections in the planning of Section Symposia or other activities and coordinates and facilitates inter-sectional collaboration and collaboration of the sections with the member societies. The Secretary for Sections reports to the Executive Committee.

C. To ensure continuity of the section and smooth transitions, Members of the immediate past section committee who are still interested to help without having section committee responsibility or who do not fit the ECPs' criteria anymore will be invited to join an advisory committee. Joining the advisory committee is voluntary and is only for 3 years for the immediate past board members.

VI. *Collaboration with other sections*

A. The section will closely collaborate with the leadership of the WPA to fulfill the WPA action plan.

B. The section will collaborate with the existing scientific sections in terms of research and training, and any matter that seems appropriate after consulting the secretary for Sections.