



**Hong Kong College of Midwives**  
Professional Development Sub-committee  
Terms of Reference  
Revised on 10<sup>th</sup> July 2020  
Version 4

## **1. Purpose**

Professional Development Sub-Committee is established directly under the Education Committee of the Hong Kong College of Midwives (the College). It is set up to coordinate and run all the educational programs organized by the College and in connection with Non-Government Organizations for public community services such as health talks for pregnant women, newly mothers, couples and families.

## **2. Terms of office**

The terms of office of a member including the Chairperson shall normally be 3 years with eligibility for reappointment.

## **3. Size and Composition**

- The Committee shall consist of the Council members of the College as well as co-opted fellow members;
- The Chairperson must be a Council Member appointed by the College; and
- The total number of members should be 5 to 10 of which more than 50% are Council Members, including the Chairperson.

## **4. Roles & Responsibilities**

- To report to the Education Committee and the Council of the College;
- To represent the College in attending the Professional Development Committee of the Hong Kong Academy of Nursing and participate corresponding issues;
- To formulate plan of professional development activities in midwifery;
- To organize and facilitate training activities to the members and fellows of the College; and
- To coordinate health promotion activities related to midwifery in the community.

## **5. Frequency of Meeting**

The Sub-committee will meet at least 4 times per year.