Our People – By Name A to Z - 2019

Abby Bagel – Interim - Part B Administrator 020 3696 1473

Responsible for administering the Part B examination. Provides administrative support for the Specialty Registrars' Committee and the Part B Development Committee. admin@fph.org.uk

Audrey Haydock - Workforce Manager 020 3696 1472 - On Maternity Leave

Responsible for overseeing the delivery and development relating to workforce and professional standards. <u>audreyhaydock@fph.org.uk</u>

Bruce Burford - Accountant 020 3696 1467

Oversees the finance function, responsible for ensuring the accuracy of financial records and the preparation of management and statutory accounts.

bruceburford@fph.org.uk

Caroline Wren - Senior Administrator- Business Services 020 3696 1464

Services the Board, Executive Committee, Risk Management, Audit & Finance Committee, Global Health Committee, Governance Working Group and Journal of Public Health Management Board. Manages FPH Officer, Board, Faculty Adviser, Deputy Faculty Adviser and CPD Adviser elections. <u>carolinewren@fph.org.uk</u>

David Parkinson - Digital Officer 020 3696 1468

Responsible for implementing FPH's Digital Communications strategy and the management and development of FPH's Digital Communications channels including website, email and social media. <u>davidparkinson@fph.org.uk</u>

Gareth Cooke - Education and Training Manager 020 3696 1475

Responsible for overseeing the delivery of the Education and Training team including the management, development and delivery of the Part A and Part B exams, ePortfolio system and training scheme. <u>garethcooke@fph.org.uk</u>

Hannah Payne – Membership and AAC Officer 020 3696 1470

Developing and overseeing the membership of FPH, supporting the FPH membership manager in the FPH membership systems and processes. Administers the FPH function in relation to the appointment of senior consultants in public health.

hannahpayne@fph.org.uk

James Gore – Chief Executive PA 020 3696 1463

Appointed by the Board and responsible for the day to day management of the headquarters and staff and for the organisation of the various meetings of FPH.

jamesgore@fph.org.uk

Jennifer Elder - EA to the President and Chief Executive - 020 3696 1463

Provides executive assistance to the President the CEO. Works with the Conference Committee and head of business services to manage and deliver FPH's annual conference. Co-ordinates the FPH presence at external events. Provides HR support.

jenniferelder@fpgh.org.uk

Keith Carter - Business Services & Facilities 020 3696 1466

Responsible for Front Office administration, meet and greet of external visitors and building facilities. Liaising with external contracted suppliers and RCP building management on the maintenance and condition of the offices and arranging for necessary repairs/cleaning to be completed, attending RCP tenant's meetings. Maintaining central file of all supplier contracts. Procurement of all stationery and printing material, management of couriers, post, sourcing and booking external meeting rooms, managing office diary and setting up internal meeting rooms, arranging catering. Booking of employee, board and officers travel (taxis, trains, hotels, flights). Managing teleconference log. Liaising with outsource telephone supplier and I.T on any internal telephone/I.T issues. Arranging staff ID cards. Carrying our risk Assesment and Health & Safety checks of FPH offices. keithcarter@fph.org.uk

Krisztina Erdei - CPD Administrator 020 3696 1482 - Part time Monday to Wednesday only

Administers FPH's continuing professional development (CPD) scheme, including the annual CPD audit and the CPD Advisers Committee. Also provides first-line technical support for the CPD online diary. <u>krisztinaerdei@fph.org.uk</u>

Laura Bland - Part A Exams Administrator 020 3696 1471

Responsible for administering the Part A examination. Provides administrative support for the Part A Development Committee and the Education Committee and works with the Head of Department to update and oversee the e-Portfolio system.

laurabland@fph.org.uk

Lisa Plotkin Dr. - Policy Officer 020 3696 1476

Working with the Senior Policy Officer, the Director of Policy & Communications, and the Vice President for Policy to develop and deliver FPH's policy and advocacy programme. Principally this involves: leading FPH's cross-national public health funding influencing campaign, supporting FPH Special Interest Groups to develop and achieve their workplans, serving as a Secretariat for our Academic and Research, Health Improvement, and Health Services Committees, and actively supporting FPH's policy and communications work on sugar, tobacco, and children and young people.

lisaplotkin@fph.org.uk

Mag Connolly – Deputy CEO and Head of Business Services 020 3696 1469

Manages the Business Services Team, with overall responsibility for governance, HR, IT infrastructure, finance, communications, website and the journal of public health. Responsibility for the development and delivery of the department's work programme in line with the FPH charitable objects and strategic objectives. <u>magconnolly@fph.org.uk</u>

Marijana Curic - Specialty Training Co-ordinator 020 3696 1474

Responsible for administration of the Specialty Training programme in public health including assessment and processing of enrolments, recommendations for the award of the CCT/CESR(CP), recommendations for registration as a Generalist Specialist in public health (UK Public Health Register), ARCP forms, Out of Programme (OOP) applications and overseeing GMC Quality assurance of CCT recommendations. Also responsible for administering FPH Education prizes, providing administrative support to the FPH Director of Training and Registration and Training Programme Directors Committee and representing FPH Education department at the Recruitment Executive committee.

marijanacuric@fph.org.uk

Nikol Krehanova - Curriculum & Courses Coordinator 020 3696 1486

Responsible for the Curriculum & Assessment committees, Courses Steering and eLearning Group. Administers the Curriculum Review process as well as the annual Faculty Programme Liaison. Processes CESR applications. Leads on the development of the FPH training courses programme. nikolkrehanova@fph.org.uk

Renja Salonen - Revalidation & Workforce Administrator 020 3696 1485

Responsible for delivering the administration and development of FPH programme of work relating to revalidation, and to support the administration of the FPH role in Continuing Professional Development (CPD), senior public health appointments and workforce. renjasalonen@fph.org.uk

Tristan Holland - Membership Manager 020 3696 1483

Responsible for administration, development and management of FPH membership, including membership policy and admission to all grades of FPH membership. Also responsible for membership marketing activity including attendance at external events representing FPH. tristanholland@fph.org.uk

Valerie MacDonald - Finance Administrator 020 3696 1465

Processes subscription renewals and payments and is responsible for sales and purchase ledger. <u>valeriemacdonald@fph.org.uk</u>