

Job Description

SECTION 1 Description

Job Title: Staff, Associate Specialist and Specialty (SAS) Doctors' Lead

Location: Royal College of Physicians of Edinburgh

Reports to: Director of Training

Date: January 2023

Further information: The term of office for this post is 3 years subject to satisfactory annual appraisal. The post is honorary and reasonable expenses for travel and subsistence will be payable, in line with College policies.

The Royal College of Physicians of Edinburgh ("the College") is a professional membership organisation that sets clinical standards and aims to improve the quality of patient care. Founded in 1681, we support and educate doctors in the hospital and community sectors throughout the UK and around the world with over 14,500 Fellows and Members in over 100 countries, covering 54 medical specialties and interests.

SECTION 2 Job purpose

To lead and nurture the College's current and potential SAS doctor membership cohort. To review the current College offering for SAS doctors and to develop and make recommendations to College regarding membership, education and career development for SAS doctors, and to ensure that relevant, inclusive and valuable support is available.

SECTION 3 Key responsibilities

Leadership

To create, recruit and lead a short life working group to consider how SAS doctors might play a full part in College activities and how else the College might support SAS doctors in this cohort.

Review

- To review the College's current support for SAS doctors and to identify further areas of work which the College should progress to encourage SAS doctors to join and become more actively engaged in the College and its activities.
- Liaising with the Fellowship Strategy Group, review current Membership and Fellowship options for SAS doctors to ensure that these are attractive to this group
- Identify, map and highlight to the wider College community the unmet needs of the current SAS Membership and barriers to attaining future members.
- To review the current College provision for the education, support and career development of SAS doctors and make suggestions for future developments relevant to SAS doctors

Engagement & relationships

- Act as the SAS link for the Recently Appointed Consultants committee, with key education and training committees, relevant Council members and Office Bearers and be the SAS representative on the Trainee and Members' Committee.
- Develop networks with the Member and non-Member SAS community to provide feedback to the College regarding relevant issues and hot topics affecting SAS doctors
- To represent the views of the College at relevant national SAS meetings
- To engage with other relevant Royal Colleges, developing active links with the aim of furthering collaboration and helping to identify and respond to unmet needs of SAS doctors
- Lead the process of developing and enhancing engagement with SAS members within the College and develop plans to encourage engagement with the wider community of SAS doctors.

Other

- To promote the benefits of Membership and Fellowship of the College for SAS doctors, nationally and internationally
- To promote the College's recognition of the importance of SAS doctors and its appreciation of their needs as a group
- Providing local intelligence and answering region-specific enquiries from the College
- Signposting SAS doctors and Members to available support from the College and its Members and Fellows
- To review and update the College webpage for SAS doctors
- To develop specific RCPE symposia aimed at SAS doctors
- To improve the College social media profile for SAS doctors
- To work with the Fellowship Committee to improve the pathway for SAS doctors to become Fellows of the RCPE

SECTION 4 Selection criteria

The SAS Lead is open to all Associate and Collegiate Members currently in an SAS post in the U.K.

Person Specification

Essential	Desirable
Member in “Good Standing”	Interest in CPD, quality improvement, medical education and /or research
Member in current medical practice (may be on a formal ‘out of programme’ period if a trainee)	Understanding and interest in health policy within relevant home nation
Energetic and a “can do” attitude	Well-developed communication skills (including online and social media) would be an advantage
Must be able to commit to spend 3 years in the role	Understanding of the need to develop a sustainable College presence

SECTION 5 Application process

Informal enquiries can be directed to Dr Dawn Ashley, Director of Training at dawn.ashley2@nhs.net should you wish to discuss the role in more detail.

Formal expressions of interest, stating why you are interested in the role and what you would bring to it, accompanied by a CV should be emailed to Lindsay Paterson, Head of Global Engagement at l.paterson@rcpe.ac.uk **by 9am on Monday 6 March 2023.**