



## SECTION 1 Description

**Job Title:** Dean of Training

**Location:** RCPE, Edinburgh

**Reports to:** President

**Date:** March 2024

**Term:** The term of office for the post of Dean of Training is 3 years, with the option of a second term with the agreement of Council.

## SECTION 2 Job purpose

The Royal College of Physicians of Edinburgh is committed to promoting and improving the quality of health and patient care worldwide by enhancing accessibility to the profession, developing collaborative partnerships, encouraging innovation and delivering outstanding education, training, quality improvement, and assessment opportunities.

To underpin the delivery of outstanding training, we are now seeking our next Dean of Training to lead the RCPE training function, represent RCPE externally, and to work in partnership with our sister colleges in the UK to deliver postgraduate training of physicians through the Joint Royal Colleges Physicians Training Board (JRCPTB), to set and maintain the standards of high quality UK medical training.

The Dean of Training will work closely with the Medical Director of JRCPTB, RCPE Training Strategy Group colleagues, including the Dean of Education, and the Trainees and Members Committee, with support from the Director of Education, Training & Assessment.

The President attends the UK and Scottish Academies of Medical Royal Colleges and the Federation of the Royal Colleges of Physicians and liaises closely with the Dean of Training in advance of these on any training matters that may arise. Federation is the structure through which the 3 Colleges manage examinations, clinical and academic training and CPD. The Dean of Training represents the College at the JRCPTB Management and Policy Group (MAP). The MAP monitors the implementation of the training strategy for trainees as approved by the 3 Colleges through the Federation.

The Dean of Training's main remit is to represent the interests of the College on the JRCPTB but there will be requirements to attend other relevant committees. Most of these can be attended by video- or teleconference rather than attendance in London. It would also be feasible to delegate attendance at some of these to other suitably experienced Fellows of the College.

**Scottish Specific Activity** - The Dean of Training sits on the Scottish Board for Training in the Medical Specialties (SBTMS). This is an NHS Education for Scotland (NES) board chaired by the lead Associate Postgraduate Dean for Medicine with representation from all the Scottish regional deaneries, the NHS in Scotland and the Colleges to oversee the operation, recruitment and quality management of physician training in Scotland. It meets every two months and can again be attended by video conference.

NES nominates representatives from Scotland for the Specialty Advisory Committees of JRCPTB and the Scottish Colleges ratify each nomination.

**College - specific Training Activities include:**

- Chairing the Training Strategy Group
- Chairing the Medical Training Initiative scheme (MTI) advisory group through which the College places International Trainees into unfilled UK training posts for up to 2 years (overseen by the International VP of the College)

**SECTION 3 Key responsibilities**

- Advise President and Council on matters relating to training, including the preparation of briefing papers for Council or Federation and the collation of College responses to external consultations.
- Ensure that the College profile and influence in training are maintained, and its views represented, both within Scotland and at UK level, through membership of the various groups listed under “Roles” and through wider discussions/negotiations with external organisations including:
  - Royal College of Physicians of London and Royal College of Physicians and Surgeons of Glasgow
  - Other Colleges
  - UK and Scottish Academies of Colleges
  - General Medical Council
  - NHS Education for Scotland/Health Education England
  - UK Departments of Health.
- Provide overall leadership for delivery of College activities relating to training, delegating operational responsibility, as appropriate, to the relevant committees/lead individuals.
- Work with the Director of Education, Training and Assessment to translate the strategic priorities into operational objectives, including making the business case for the introduction of new activities and identifying appropriate individuals or groups to lead on implementation.
- Provide advice to the College’s MTI team

**The role of Dean of Training requires regular attendance at the following committees and meetings.** However, it may be appropriate for some to be delegated to other designated Fellows, according to the experience and location of the successful candidate.

- Member and Trustee of RCPE Council (5 meetings a year)
- Attend New Fellows Ceremonies
- Chair of RCPE Training Strategy Group (3 meetings a year)
- Chair of MTI Advisory Group (4 meetings a year)
- Member of Education Executive (4 meetings a year)
- Member of Digital Education Committee (4 meetings a year)
- Member of RCPE International Executive (4 meetings a year)
- Member of Regional Advisor Development Network (1 meeting a year)
- Member of the Joint Royal Colleges of Physicians Training Management and Policy Board (JRCPTB MAP) (10 meetings a year, by video call on a Wednesday or Thursday lunchtime)
- Member of Joint Academy Training Forum (3 meetings a year)
- Member of the Curriculum Implementation Group
- Member of the Impact Steering Group
- College representative on the NES Scottish Specialty Board for Training in the Medical Specialties (6 meetings a year) (a deputy could be nominated if the Director is based outside Scotland)
- Support MTI shortlisting and interviews (12 hours a month)



## SECTION 4 Selection criteria

Essential	Desirable
An in-depth understanding and experience of current UK medical training structures and of planned developments and changes, including differences across the 4 UK countries	An awareness of training and education issues outside the UK, particularly in regions where the College has strong interests
Specific, detailed knowledge of training programmes, assessment methods and curricula of the physician (JRCPTB) specialties	Experience as TPD or other roles within Deaneries/LETBs
Current educational supervisor of post-Foundation trainees or in a leadership role in Education	PACES examiner
Excellent interpersonal skills - capacity to communicate effectively & sensitively with others (written and verbal)	An awareness of, and enthusiasm for the potential of the internet and other technologies to support the delivery of training
Excellent judgement and decision-making skills	Excellent negotiator
College Fellow in good standing, registered and with a licence to practice with the GMC, practising in a medical or closely related specialty, and fulfilling applicable College CPD requirements.	
Commitment to equality and diversity	

## SECTION 5 Application process

Informal enquiries should be directed to the former Dean of Training, Dr Dawn Ashley, should they wish to discuss the role in more detail at [d.ashley@rcpe.ac.uk](mailto:d.ashley@rcpe.ac.uk)

Formal expressions of interest, stating why you are interested in the role and what you would bring to it, accompanied by a short CV should be emailed to Dr Mary Fraser at [m.fraser@rcpe.ac.uk](mailto:m.fraser@rcpe.ac.uk) by 5pm on Tuesday 30<sup>th</sup> April.

Any UK Fellow who is in good standing may apply for the role, noting the special responsibilities. Nominees should seek approval from their employer to seek election to this post. The time commitment is estimated at 28-35 hours per month.

Job sharing will be considered for this role.