

EMLeaders SLWG Member

Role Profile:	EMLeaders Member
Reports to:	Chair of EMLeaders SLWG
Key working relationships:	TSC Leads and Training Standards Committee, Schools of EM, PG Lead Dean for EM and RCEM staff.

We are seeking five SLWG members to actively support the EMLeaders work of the College. Membership is open to the multi-professional team – EMSAS, ACP, ST5/6 trainee, Consultant level.

The EMLeaders Sub-Committee is a Short Life Working Group (SLWG) of the Royal College. It reports to the Training Standards Committee, via the Chair, within the Education Directorate.

The responsibilities of the SLWG shall be:

- Responsibility for the direction and delivery of RCEM's leadership strategy.
- Review the HEE/University of Coventry Evaluation report and establish lessons learnt (expected published date: June 2022).
- Report back to Training Standards Committee regarding the evaluation outcomes.
- Review Communities of Practice (CoP) feedback and make decisions on its future development.
- Consider the design and implementation of Study Days.
- Work in liaison with RCEM Learning team to approve content.
- Design and develop activities for international partners and manage opportunities appropriately and in consultation with the Global Emergency Medicine (GEM) Committee.
- Review eLearning performance stats across modules against the multi-professional team roles.
- Review and update eLearning content and materials in a 3-year cycle available on eLfh.
- Update and report to Training Standards Committee and/or Annual Specialty Report regarding activities.
- Continue to raise the profile of EMLeaders through a variety of media channels – website content, Twitter, RCEM newsletter and conference attendance

Member's Skills

- Actively participate in meetings through attendance, discussion, and review of minutes, papers and other Programme documents.
- Support open discussion and debate and encourage members to voice their insights.
- Attend the meetings as required.

APPOINTMENT

- Eligibility: EM faculty and those who have been through the Communities of Practice cohort programme of learning (consultant, ACP, ST6 trainee).
- Appointment is through self-nomination. Applicants are required to outline, in no more than 500 words, their suitability for the role. Selection will be made by the Chair of EMLeaders, a College Officer and the Associate Director of Training and International (or nominated deputies) and will be based on the strength of application and interview. Appointments are subject to the ratification of TSC.

PLACE OF WORK

Duties will be primarily conducted either online or face to face, some contact time at Octavia House and your normal place of work. It is anticipated that much of the work will be conducted by virtual meetings, telephone and email.

HOURS OF WORK

- It is estimated that this post will require 0.25 PA per month:
 - Up to four EMLeaders meetings (2 hours) per year.
 - Up to 4 activities a year attending meetings and/or delivering Study Days/activities, as required.

Anyone wishing to stand for the post will need to discuss this issue with their clinical colleagues and employers. NHS Trusts and Foundation Trusts are reminded that the NHS allows such special leave as it is in the interests of the NHS.

REMUNERATION AND EXPENSES

The post is honorary. Reasonable expenses for travel and subsistence will be payable on production of receipts and vouchers. As with all travel on College business, sub-committee members will be expected to travel in accordance with the College policy.

Person Specification

REQUIREMENT	ESSENTIAL	DESIRABLE
Fellow/member of the College in good standing	√	
Professional registration in Emergency Medicine specialty	√	
Consultant/ST5/6 trainee/Advanced Clinical Practitioner/EMSAS in a current UK post or Republic of Ireland	√	
Understanding of EM Leadership requirements within the EM curriculum	√	
Up to date Equality and Diversity training	√	
IT skills (proficient in Word and Excel)	√	
Experience of committee management		√
Experience in examining or supporting College activities		√