

TSC - Training Quality Lead

Job Description

Responsible to

Chair of TSC

Key working relationships

Training Standards Committee, Dean, Lead PG Dean for EM, Schools of EM, General Medical Council (GMC), Global Emergency Medicine Committee and RCEM staff.

Job Purpose

The Quality Lead is responsible for developing and reviewing the Quality and Training development workstreams for the College. They will also support and deputise for the TSC Chair when necessary

Responsibilities

Key Responsibilities

- To oversee existing Quality / Training Development work within the Royal College of Emergency Medicine training programmes
- To lead developments in the provision of training through the Training Standard Committee and within the Royal College of Emergency Medicine (RCEM)
- To work with curriculum committee to ensure and disseminate standards for training
- To work with RCEM to address Differential Attainment
- To attend relevant GMC / COPMed / AoMRC meetings in relation to Quality Standards for Training
- Support the development and training of External Advisors for RCEM to support Deaneries/Local Regions and individual Trusts/Programmes and update the External Advisor handbook
- Review and monitor training standards and with the support of the Head of Training Manager, produce an Annual Training Quality Report (AQR) for RCEM

Appointment

- Eligibility: Those who are Heads of Schools / Heads of Training for EM in a school structure or devolved Nation or TSC members or past TSC members who have served as Head of School or equivalent are eligible for appointment
- Appointment is through self-nomination and formal interview by Chair of TSC, Dean and two other Heads of School (one from devolved nation)

Place of work

Duties will be primarily conducted in London and normal place of work much of the work will be by video conference, telephone and email.

Hours of work

It is estimated that this post will require 0.5 PA per week in addition to:

- 4 TSC meetings (1 day each) per year.
- A minimum of one annual meeting of heads of School/training committee chairs to provide updates and information on activity

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, the Lead for Quality /Training developments will be expected to travel in accordance with the College policy.

Person Specification

Essential

Desirable

Qualifications

- Fellow of RCEM in good standing
- On the GMC Specialist Register for Emergency Medicine

Practical experience

- Consultant Emergency Physician in a current substantive post in UK or Republic of Ireland for at least three years
- Experience in an educational leadership role such as Head of School or equivalence
- Up to date Equality and Diversity Training
- Experience of chairing committees
- Experience in examining in College exams

Skills

- IT skills (proficient in Word and Excel)

Knowledge

- Understanding of GMC regulatory requirements

Personal qualities

- Commitment to upholding the College Values

Values

Respect each other's experience.

We celebrate the rich diversity of the RCEM ecosystem - employees, members and stakeholders. We respect each other's experience, meeting each other with dignity and humanity at all times.

Act with integrity, always.

We hold ourselves to the highest ethical standards, fostering trust and transparency within our College and with our members.

Collaborate for growth.

We know that teamwork and initiative are the key to achieving our strategic aims, and we actively seek opportunities to work together and leverage our diverse perspectives.

Innovate relentlessly.

We create the conditions for a culture of continuous improvement, nurturing creativity and the pursuit of new ideas to drive positive change within our organisation.



This comes to life when we:

- Each contribute actively to strengthening a culture where different perspectives are expressed, encouraged and heard.
- Treat colleagues, members and stakeholders as valued equals.
- Do our best to be present for each other, interacting in an open and transparent manner.
- Acknowledge & challenge inappropriate behaviours and practices, offering support and seeking solutions.



This comes to life when we:

- Do what we say we will do, communicating clearly and openly.
- Take responsibility and accountability for our actions, celebrating when things go well and staying curious about how we can learn from mistakes.
- Demonstrate patience and flexibility, even when things don't quite go to plan.
- Commit to a strong work ethic, striving to produce high quality work that is consistently delivered on time.



This comes to life when we:

- 'Collaborate by default', continually looking for ways in which we can join forces with colleagues, members and stakeholders to meet the College's objectives.
- Pay attention to the quality of our relationships, cultivating connection and fostering a positive working environment grounded in respect and integrity.
- Ask for feedback, reflect on it and learn from our personal and collective experiences.



This comes to life when we:

- Identify creative ways to optimise our resources by planning ahead and anticipating organisational, operational and customer needs and demands.
- Anticipate and welcome change as an inherent part of a growing, evolving organisation, and meet this change with hope and optimism.
- Acknowledge the importance of psychological safety as a prerequisite for innovation, actively encouraging risk-taking and creating a 'no-blame' culture.
- Have the courage to step outside our comfort zones, learning new skills and trying new approaches.
- Prioritise sustainable solutions, with choices that are in the long term interest of the College and our organisational objectives.
- Embrace the value of automation, by refining and automating processes - personally and operationally - wherever possible, to improve efficiency and effectiveness.