

Role Profile:	PEMISAC – Syllabus/Curriculum Advisor
Reports to:	Chair of PEMISAC
Key working relationships:	PEMISAC Committee, Training and Assessment Officers, Heads of Schools, Regional Advisers, Academic Regional Advisers, Education and Training Division, Trainee Representatives, Quality Advisers, Other members of CSACs and ISACs (predominantly the Chairs)

The Syllabus & Curriculum Advisor (PEMISAC) plays a key role in overseeing and developing the Paediatric Emergency Medicine (PEM) training programme within RCEM and RCPCH. This honorary position involves leading syllabus and assessment improvements, collaborating with key stakeholders, attending regulatory meetings, and ensuring high training standards.

Responsibilities:

- Oversee the existing syllabus and assessment framework within the RCEM/RCPCH Paediatric Emergency Medicine training programme.
- Lead developments in syllabus and assessment through PEMISAC and within the Royal College of Emergency Medicine (RCEM) and the Royal College of Paediatrics and Child Health (RCPCH).
- Collaborate with the Curriculum Sub Committee to establish, uphold, and disseminate standards for paediatric training.
- Attend relevant meetings with the GMC, COPMed, and AoMRC concerning syllabus and assessment matters for Paediatric Emergency Medicine training.
- Liaise with the GMC regarding updates to the syllabus and assessment frameworks.
- Identify whether there is an Emergency Medicine syllabus/curriculum and assessment lead or committee, and establish links with them where appropriate.
- Support the Colleges' Global Emergency Medicine initiatives as required.

APPOINTMENT

- Eligibility: Those who are accredited EM PEM subspecialty educational supervisors and trainers are eligible for appointment.
- Appointment is through self-nomination and formal interview by RCEM Co-Chair of PEMISAC, Dean and 1 other RCEM official.

Excellence in Emergency Care

Incorporated by Royal Charter, 2008
Registered Charity Number: 1122689

VAT Reg. No: 173205823
Scottish Charity Number: SC044373

PLACE OF WORK

- Duties will be primarily conducted by video conference, telephone and email.

HOURS OF WORK

- It is estimated that this post will require 0.25 PA per week in addition to: 3 PEMISAC meetings (2 hours each) per year. Usually, 2 meetings are held online and one face to face in London.
- 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

REQUIREMENT	ESSENTIAL	DESIRABLE
Fellow of RCEM in good standing	√	
On the GMC Specialist Register for Emergency Medicine	√	
Consultant Emergency Physician in a current substantive post in UK or Republic of Ireland for at least three years	√	
PEM accredited Educational Supervisor and trainer in a school structure or devolved nation	√	
Understanding of GMC regulatory requirements	√	
Up to date Equality and Diversity training	√	
IT skills (proficient in Word and Excel)	√	
Experience of chairing committees		√
Experience in examining in College exams		√