

Training Standards Committee (TSC) Chair

Job Description

Responsible to

Council

Key working relationships

Lead PG Dean, Heads of Schools, College Tutors, Training Standards Committee Clinical Leads. GMC, AoMRC, DHSC, Schools of EM and RCEM staff.

Job Purpose

The Training Standards Committee (TSC) Chair is responsible for leading and developing specialty training in Emergency Medicine. They will act as the RCEM's representative in a number of specialty and national activities.

Responsibilities

Key Responsibilities

- Chair meetings of the Training Standards Committee (TSC), held four times a year.
- Oversee the overall running of the business of the TSC as outlined in the Terms of Reference.
- Oversee the recruitment and selection of the College Training Lead roles: ACCS Lead, Portfolio Pathway Lead, Curriculum Development Lead, DRE:EM Lead, HST Lead, Quality Lead.
- Lead developments in training and quality assurance of training for the College within the Gold Guide and General Medical Council's frameworks.
- Advise Postgraduate Deans and Heads of Schools for Emergency Medicine and ensure that College policies are in line with national guidance on postgraduate medical training.
- Work in collaboration with the Dean and Vice Presidents to align the strategic direction of training, curricula, workforce development and the expansion of international activities.
- Continue to upskill and Train the Trainers programme for TSC committee membership.
- Provide tailored advice for UK and overseas specialists on training requirements and accreditation.
- Represent the TSC on College Council.
- Represent the TSC on the Academic Committee.
- Represent the College on training matters at national meetings held by bodies e.g.: The Academy of Medical Royal Colleges (AoMRC), The General Medical Council (GMC), Department of Health (DHSC) and any other appropriate national body.
- Participate and contribute to Global Emergency Medicine project(s) that may include overseas travel.
- Organise and attend training workshops and CPD events as necessary.
- Respond to relevant correspondence in cooperation with the Training Manager, Associate Director of Training & International, TSC members and the Dean.

- Liaise with other Royal Colleges, Faculties and Intercollegiate groups.
- In conjunction with the Dean, TSC members and Head of Training ensure equal opportunities are respected in all matters concerning the training, curriculum and programme of assessment.
- In conjunction with the Dean and Head of Training to ensure financial and ethical governance in all matters concerning the training, curriculum and programme of assessment.

Term of Office

The term of office for this role will be for three years. Post-holders may apply for a second and final term of office subject to the approval of Council.

Appointment

Applications must be submitted in writing (no more than 500 words) outlining relevant experience and how the applicant meets the person specification below.

Selection will be based on the strength of application and interview and will be reviewed by the Dean, a College Officer and member of RCEM Training staff.

Place of work

The nature of the task means that there will be a number of duties in London and nationally. It is anticipated that much of the work will be conducted by video conference, telephone and email.

Hours of work

It is estimated that this post will take about 8 hours a week in addition to 20 days meetings per year.

Attendance at TSC up to four meetings (1 day each) per year, one of which is held face-to-face.

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 Chair will be expected to travel in accordance with the College policy.

Person Specification

Essential

Desirable

Qualifications

- Fellow of the College
- On the GMC Specialist Register for Emergency Medicine

Practical experience

- Current substantive consultant in emergency medicine
- More than 12 months experience as a Head of School for Emergency Medicine and within the last 5 years
- Evidence of continuing personal development
- Experience of serving as a College Training Lead
- College Examiner

Skills

- Excellent verbal and written communication skills
- IT skills (proficient in Word and Excel)

Knowledge

- Detailed knowledge of EM training programmes
- Knowledge of developments in the emergency medicine field

Personal qualities

- Attention to detail
- Ability to prioritise and work to tight deadlines
- Self-motivated and innovative
- Good interpersonal skills
- Professional manner and appearance
- Ability to work independently
- Ability to motivate others to perform to deadlines by using influencing skills
- A commitment to upholding the organisation's 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.