



RCEM
Royal College
of Emergency
Medicine

Patron: HRH Princess Royal
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RCEM Mental Health Professional Advisory Group Chair (Honorary Post)

The College is looking for applications for the position of Chair of the Mental Health Professional Advisory Group.

Job Description

Accountable To:

RCEM Quality in Emergency Care Committee (QECC) Co-Chairs, RCEM Clinical Quality Cluster Lead and RCEM Council.

Key Working Relationships:

The Chair will work closely with the QECC Co-Chairs, Chairs of other Committees within the cluster and members of the Mental Health Professional Advisory Group. The Chair will also work closely with the RCEM's Clinical Quality Team.

Professional Advisory Group Remit:

Devise a strategy and work programme for approval by the Quality in Emergency Care Committee focussed on improving the care for mental health patients presenting at the Emergency Department.

Provide advice to and work closely with other national organisations and statutory bodies with regards policy development in relation to mental health patients and the Emergency Department.

Role Purpose:

As Chair your primary role will be to lead the development and implementation of the Workplan and chair Professional Advisory Group meetings. The role also involves maintaining relevant sections of the College website and ensuring regular liaison and collaboration with various stakeholders.

This role will be for three years, potentially renewable for a further three years if a second term is applied for. This is an honorary post and, while no financial honorarium is offered for the postholder, the College will reimburse all post related expenses (e.g. travel to meetings).

What can we expect from you?

- Attend and chair three virtual Professional Advisory Group meetings per year over Zoom and one in-person Professional Advisory Group meeting per year in London, currently scheduled for Tuesday, 7th July 2026.
- Attend three virtual QECC Meetings per year over Zoom and one in-person QECC meeting per year in London, currently scheduled for Wednesday, 22nd July 2026, to

Excellence in Emergency Care

Incorporated by Royal Charter, 2008
Registered Charity Number: 1122689

VAT Reg. No: 173205823
Scottish Charity Number: SC044373



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update on the work of the Professional Advisory Group. (At times you may be required to attend other meetings to represent the College).

- Make decisions on behalf of the Professional Advisory Group and escalate any concerns to the QECC Co-Chairs.
- Ensure the College is appropriately represented on national bodies that relate to Mental Health patients in Emergency Departments.
- Draft an annual Professional Advisory Group Work Plan for the RCEM Council.
- Contribute to RCEM's Annual Report publication

What can you expect from us?

- The chance to influence EM policy and produce cutting edge new guidance.
- Meet and work with new consultants / EM staff with similar values.
- The opportunity to get involved in EM study days, presentations and represent RCEM at stakeholder events.
- The opportunity to work closely with the RCEM Quality Improvement Projects to raise the overall quality of care in EM.
- Support and guidance in the role from the RCEM Clinical Quality Team and Clinical Quality Cluster.

How to apply:

To apply for the position please send a single A4 page personal statement to Hollie Shooter by emailing quality@rcem.ac.uk. Please ensure your personal statement covers your relevant experience and how you meet the person specification below.

Interviews will be conducted by RCEM's QECC Co-Chairs and the Clinical Quality Team Manager. The most suitable applicant will be recommended by the QECC Co-Chairs. Please note that interviews are likely to be carried out via video conference.



Person Specification

The role would suit an exceptional current consultant in EM who has a demonstrable interest in mental health in emergency care.

Essential	Desirable
Practical experience and skills	
<ul style="list-style-type: none">• Current substantive consultant in emergency medicine for 2 years• Demonstrable interest in mental health.• Excellent knowledge of developments in the emergency medicine field• Fellow of the College• Excellent verbal and written communication skills• Evidence of continuing personal development	<ul style="list-style-type: none">• Computer literate: MS Excel, Word
Personal Qualities	
<ul style="list-style-type: none">• Ability to motivate others to perform to deadlines by using influencing skills• Ability to prioritise and work to tight deadlines• Attention to detail• Self-motivated and innovative• Good interpersonal and collaborative skills• Professional manner and appearance• A commitment to upholding the organisation's values• Ability to work independently	



Frequently Asked Questions

Are committee roles only for those who have been closely involved with the college before?

No, certainly not. Our committee roles are open to all members, not just those who have worked in Emergency Medicine for years! This includes trainees. We are always keen to help those who have not previously had a role with us to get involved.

So, should I apply even if I have not been involved in the college before?

Absolutely! We are very keen to encourage those who have not been involved in the college to apply; if you have the skills and the passion, please do apply. We can provide induction into college processes to support those who are not familiar with committees in the medical Royal Colleges sector.

I have the passion and the skills but not enough experience, should I still apply?

Yes! You might think that you do not have the experience, but if you are working in the field of Emergency Medicine, you probably do! Aside from clinical skills, Emergency Medicine requires a depth of interpersonal skills: management, communication, and influencing skills for example. Emphasise the skills you have, and think about soft skills such as communication, leadership, and team working.

How should I go about writing my application?

To apply, we ask you to submit a CV and write a 250-word personal statement. This statement is an opportunity for you to explain why you are suitable for and interested in the role and detail your objectives for your time as a committee member. Before you write your application, you should study the role profile in detail. Pay particular attention to the member specification aspect of the profile and ensure your application addresses the points outlined.

I am really interested in becoming a committee member, but I am not sure about the time commitment.

College staff are currently working mostly remotely, and we will utilise video conferencing and other media to reduce the need for travel. We expect that duties will be primarily conducted from your usual place of work or the comfort of your own home. Committee meetings take place 4 times per year on average. They will take up a morning or afternoon.

Will my expenses be covered if there are in-person meetings?

Travel expenses and, if applicable, hotel accommodation will be covered as per our Expenses Policy. RCEM staff members can provide more information about this for you.

Who can apply to the committee member positions?

For the committee member roles, we welcome applications from any college member. We encourage all members to apply, regardless of how experienced you are, what kind of member you are, or how long you have been a member.

Do you have any questions that have not been covered? Get in touch with us! We would be very happy to talk to you.

Email the Clinical Quality Team - Quality@rcem.ac.uk