



# Royal College of Emergency Medicine

<b>Role Profile:</b>	RCEM Quality Improvement (QI) Fellow
<b>Accountable to:</b>	The Quality Assurance and Improvement (QA&I) Sub-Committee via QA&I Chair, RCEM Vice President (Quality) and Chair of Quality in Emergency Care Committee (QECC).
<b>Key working relationships:</b>	Director of Corporate Services, Quality Manager, Quality Team, QIP Platform partner, The Quality Assurance and Improvement (QA&I) Sub-Committee RCEM Staff, RCEM National and Regional Boards.

**Introduction:** Royal College of Emergency Medicine (RCEM) is seeking a highly motivated and enthusiastic individual to join us as a Quality Improvement (QI) Clinical Fellow. This is an exciting opportunity to contribute to the advancement of quality improvement initiatives in emergency care across 150+ departments and make a lasting impact.

**Role Overview:** Reporting to the Chair of the QA & I Sub-Committee and the Chair of QECC, the QI Clinical Fellow will work closely with RCEM's QI and topic teams to support the development and implementation of our National QI Programme. You will play a pivotal role in driving quality improvement efforts, promoting consistency, evolving strategy and enhancing engagement with the programme across the four nations.

Key responsibilities over the next two years will include (not exhaustive):

- Collaborating with QA&I chair, topic team leads, and RCEM staff to deliver and promote the National QI Programme effectively and consistently through the development frameworks and models to guide topic development, platform build, project launch and reporting.
- Contributing to the design, implementation, and evaluation of QI projects, ensuring adherence to programme standards and objectives.
- Assisting in the development and dissemination of QI resources, tools, and guidelines to support QI initiatives.
- Providing mentorship and guidance to QI project teams, fostering a culture of continuous improvement.
- Acting as a clinical point of contact for RCEM staff and external stakeholders, offering expertise and support on QI matters.
- Participating in QI committee meetings, topic team meetings, and other relevant forums, actively contributing to discussions and decision-making processes.
- Contributing to the production of reports, publications, and presentations highlighting the outcomes and impact of QI projects.
- Staying abreast of emerging trends and best practices in QI and actively integrate relevant knowledge into programme development.
- Promote the programme at national events externally and internally such as ASC and Study days.

**Profile:** The ideal candidate for this role is a dedicated and compassionate clinician with a genuine passion for driving positive change in emergency care through quality improvement. You ideally have a track record of successfully leading or participating in QI initiatives, demonstrating the ability to translate ideas into practical solutions. Your excellent communication skills enable you to engage and inspire others, fostering a collaborative and supportive working environment. You thrive in a dynamic and fast-paced setting, adapting to changing priorities and leveraging your problem-solving skills to overcome challenges. Your commitment to continuous learning and development reflects your desire to make a meaningful impact on patient outcomes and the delivery of high-quality care.

This position offers an exceptional opportunity to develop and refine your QI expertise while working alongside a dedicated team of professionals committed to advancing emergency medicine. If you are passionate about QI, ready to make a difference, and eager to make a valuable contribution to improving emergency care, we encourage you to apply.

### Person Specifications

Personal Experience and Skills	
Essential	Desirable
<ul style="list-style-type: none"> <li>• Member of the College</li> <li>• Not a current Chair of committee within RCEM</li> <li>• Medical qualification (ST3+) with a keen interest and demonstrable experience in quality improvement in healthcare.</li> <li>• Strong understanding of QI methodologies, tools, and principles.</li> <li>• Excellent communication and interpersonal skills, with the ability to engage and influence stakeholders at all levels.</li> <li>• Demonstrated leadership skills, with the ability to motivate and inspire multidisciplinary teams.</li> <li>• Effective project management skills, including the ability to prioritise tasks and deliver results within set timelines.</li> <li>• A collaborative and proactive approach to problem-solving, with the ability to work both independently and as part of a team.</li> <li>• Commitment to ongoing professional development in QI, evidenced by completed or planned training courses or certifications.</li> <li>• IT proficient (e.g. excel) and comfortable in delivering virtual training</li> </ul>	<ul style="list-style-type: none"> <li>• Strong understanding of QI methodologies, tools, and principles – with supporting qualifications or proof of study.</li> <li>• Ability to design and visualise concepts.</li> <li>• Basic understanding of coding and technical IT system development</li> </ul>
Personal Qualities	
<ul style="list-style-type: none"> <li>• Attention to detail</li> <li>• Ability to prioritise and work to tight deadlines</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to motivate others to perform to deadlines by using influencing skills</li> </ul>

<ul style="list-style-type: none"> <li>• Self-motivated and innovative</li> <li>• Good interpersonal skills</li> <li>• Professional manner and appearance</li> <li>• Ability to work independently</li> <li>• A commitment to upholding the organisation's values</li> </ul>	
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**Time requirement and remuneration:**

- It is expected the post will require 12 hours per week, approximately £1000-1300 per month.
- 2-year tenure with performance review at the end of year 1
- Expenses will be paid in line with the College's expenses policy.

**Place of work:** Primarily remote working with the potential for meetings in London or nationally. It is anticipated that much of the work will be conducted through virtual meetings and email.

**How to apply:** To apply for this role, please submit your 2-page CV along with a 400-word max cover letter outlining your relevant experience, qualifications, and motivations for joining RCEM as a QI Clinical Fellow. The deadline for applications is 20<sup>th</sup> February 2026.

RCEM is committed to diversity and inclusion in the workplace. We welcome applications from individuals of all backgrounds and experiences.

For any further information or inquiries, please contact [quality@rcem.ac.uk](mailto:quality@rcem.ac.uk)

Note: The QI Chair and Quality Manager retain overall responsibility for strategic direction and critical decisions within the programme.

**COLLEGE POLICIES AND PROCEDURES**

The role holder is expected to follow all College policies and procedures, in particular our code of conduct.

**CONFIDENTIALITY**

The role holder is under an obligation to ensure that any information that they have access to, relating to RCEM business is kept confidential.

**RISK MANAGEMENT**

The role holder has a responsibility to identify and report risks. In addition to report all accidents or incidents promptly and when requested to co-operate with any investigation undertaken.

**ADDITIONAL INFORMATION**

This role profile is intended to provide a broad outline of duties that may be required and is not intended to be exhaustive. It is subject to review and amendment in consultation with the role holder to reflect changes in the pattern, organisation and development of the services required.