RCP lead for staff, specialty, specialist and associate specialist (SAS) doctors

Reports to and appraised by – Registrar

Working as part of the Membership Services and Global Engagement Directorate.

The Role

To lead on the implementation of the RCP strategy for SAS doctors and to represent the views of SAS doctors within college. This is a key leadership role within the RCP and an opportunity to influence at a national level through the Academy of Medical Royal Colleges (AoMRC) and the General Medical Council (GMC).

SAS doctors make up approximately 30% of the physician workforce and play a vital role in the delivery of NHS services. Historically they have had less of a voice within the RCP. The college has been working hard to address this and bring about significant change for the SAS physician workforce. We have an ambition to grow the membership footprint of SAS doctors at the RCP.

The SAS lead will:

- champion the voice of SAS doctors, driving the RCP’s engagement with the SAS physician community
- chair the SAS regional representative network
- work to implement the SAS doctor strategy with agreed timelines and supported by the membership team and RCP officers reporting into the office of the registrar

The SAS lead has responsibility for

- Increasing SAS doctor membership within the RCP
- Working with the SAS deputy lead for regions, to encourage better regional links among SAS representatives, the local SAS population, regional advisers, other regionally elected college representatives, and Health Education England (HEE)
- Working with the SAS deputy lead for medical specialist societies to improve engagement between the RCP SAS regional network, medical specialist societies, and the Joint Royal Colleges of Physicians Training Board (JRCTB)
- Recruiting and retaining SAS regional representatives, supporting their development and wellbeing.
- Ensuring SAS representation across different RCP’s boards and committees
- Inputting as appropriate to SAS doctors’ projects of interest to the RCP
- Raising awareness of the RCP’s role in support of education, training and research of those in the SAS grade and the membership options (associate/collegiate/fellowship) available
- Acting as the RCP representative for SAS issues at specific external meetings (e.g. AoMRC) and liaising appropriately with other organisation (e.g. GMC); providing feedback to RCP senior officers (usually via the registrar) and Council
- Taking a full part in the monthly operational team meeting for membership engagement led by the registrar

The post is supported by the Deputy Director, Membership Support and Global Engagement (MSGE) and membership engagement team.

Next review: To be considered as part of annual appraisal
How we’ll measure your success

Success in the role will be established through the quality of relationships that the post-holder nurtures with key stakeholders and within the organisation.

This will be assessed on

- Your leadership of the SAS representative network
- Increased membership engagement by SAS doctors
- Delivery of your own objectives (agreed with the registrar) as part of the annual appraisal process
- Your contribution to and support for our values

Person Specification

<table>
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<tr>
<th>Generic Experience</th>
<th>Essential</th>
<th>Desirable</th>
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<tr>
<td>Be within clinical practice at the time of appointment.</td>
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<td>An SAS physician and subscribing member (associate or collegiate) or fellow of the RCP, in good standing with employer, GMC and RCP.</td>
<td>X</td>
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<td>A demonstrable ability to provide leadership and create consensus: experience in a leadership role</td>
<td>X</td>
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<td>Ability to work collaboratively across specialties and institutions.</td>
<td>X</td>
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<td>Experience of building networks and relationships</td>
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<td>Experience of project delivery</td>
<td>X</td>
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<td>IT literacy and competency with Microsoft packages</td>
<td>X</td>
<td></td>
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<tr>
<td><strong>Role specific/technical experience</strong></td>
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<td>X</td>
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<td>Wide knowledge of issues affecting SAS doctors including GMC regulations for CESR, T&amp;Cs of the SAS Doctors contract and implementation of national documents (SAS charter, SAS Development Document and AoMRC documents)</td>
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<td>X</td>
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Board and committee membership

- Council (full member) x6 meetings per annum

Next review: To be considered as part of annual appraisal
Engagement initiatives

- Membership Support and Global Engagement Board x2 per annum
- Membership Support and Global Engagement operational meetings x12 per annum
- SAS regional representative network x3 per annum

**Direct reports**
- Deputy SAS lead for regions
- Deputy SAS lead for medical specialties

**Tenure** 3 + 1 (maximum of four years)

**Time allocation**
This is a voluntary role undertaken within the post holder’s own time. Commitment includes meeting attendance with additional work being carried out electronically/virtually.

**Financial aspects**
The post is not remunerated. It is the duty of the applicant to obtain advance agreement from his/her employing authority that they will be given time to perform College duties, for the wider benefit of the NHS.

Reasonable and appropriate expenses will be reimbursed in accordance with RCP policy.

**MSGE Department**
The RCP is currently comprised of five departments. The role sits within the Membership Support and Global Engagement department, which includes the following units: Membership Engagement; Membership Administration; UK Regional Offices; Faculty of Physician Associates; Global Office; Professional Governance; Committees and Consultations; Invited Service Reviews; Medical Workforce Unit; Advisory Appointment Committees. The Department is led by the registrar and headed by an executive director.

**Our values**
We are committed to **taking care**, **learning**, and **being collaborative**. These values drive the way we behave, how we interact with each other, and how we work together to achieve our vision and improve patient care.

**We value taking care**
This means we behave respectfully towards people, whatever their role, position, gender or background. It means we act as representatives of the RCP, and take decisions in the interests of the organisation as a whole.

**We value learning**
This means we continuously improve through active learning and honest reflection, so that we grow personally and as an organisation, while striving for excellence. We support learning and development opportunities.

**We value being collaborative**
This means we work together towards the RCP’s vision in a collaborative and professional way, understanding that individuals bring different strengths and approaches to our work. We value diversity and each other’s contributions.

**Next review**: To be considered as part of annual appraisal
The Royal College of Physicians welcomes and actively seeks to recruit people to its activities regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation. The RCP aims to reflect the diversity of its members in all its committee, senior roles and staff in general.

Reviewed: November 2021

Next review: To be reviewed annually as part of annual appraisal.

Application and deadline

Application is via a short CV and cover letter addressed to the Registrar Prof. Cathryn Edwards. The cover letter should clearly set out how you fulfil the person specification. Please return applications to Jennifer.finn@rcp.ac.uk by 5pm on Tuesday 30 November.

The date for interviews is Thursday 16 December between 13:00-17:00 and will be conducted virtually.

If you would like to discuss the role prior to applying please contact the registrar Cathryn Edwards or Matt Foster, executive director of Membership Support and Global Engagement, or Jennifer Finn, deputy director of Membership Support and Global Engagement. Appointments can be made through victoria.wilson@rcp.ac.uk.