

Description of Committee:

- The College Specialty Advisory Committees (CSAC) are been established to supervise the development and delivery of subspecialty training and assessment standards set by the RCPCH in a number of key areas within a GMC recognised training programme. CSACs have particular responsibility for monitoring Level 3 trainees' progress through their subspecialty training, advising and signing off subspecialty CCTs and the continued development of their Level 3 curriculum and assessment systems as relevant to the individual subspecialty.
- The RCPCH has a College Specialist Advisory Committee (CSAC) in Community Child Health. This CSAC has a Chair, 2 Training Advisors, an Assessment Advisor, a Quality Advisor and a Trainee Representative, who form the voting members of the CSAC.
- The CSACs are sub-committees of the Royal College of Paediatrics and Child Health (RCPCH), Education and Training Quality Committee (ETQC).

ROLE DETAILS

- Training Advisor in Community Child Health
- Members are accountable to the Chair of the CSAC and the Vice President (Training and Assessment)
- Term of office: 3 years, renewable to a maximum of 5 years

ELIGIBILITY

Nominees must be Consultant Paediatricians in Community Child Health, who are Honorary Fellows, Fellows or Ordinary Members of the College, and resident in the UK.

ROLE PURPOSE AND RESPONSIBILITIES

The post holder will be required to (The Chair may also delegate responsibility for some tasks to the Training Advisor as necessary and appropriate):

- Work with key stakeholders to improve and monitor training and standards of training within the sub-specialty and advising the College on related issues.
- To advise trainees on aspects of their training and how they may work towards acquiring the necessary competences; ensuring that paediatric trainees have satisfied the training requirements for CCT/CESR(CP).
- To consider paediatric trainees' applications for CCT promptly, together with the Chair and other key members of the CSAC and sign off the applications.
- To evaluate CESR (Certificate of Eligibility to the Specialist Register) applications in a non CCT specialty for entry to the Specialist Register (if the applicant is applying in Community Child Health). Each application has to be assessed independently by two assessors, one of which must be the CSAC Chair or, if delegated by the Chair, the Specialty Training Advisers if appropriate or by agreement.
- To assess sub-specialty recognition applications for applicants already on the Specialist Register for paediatrics, but who wish to add training in Community Child Health.

- To assist the Chair and Assessment Advisor in ensuring that the database of Grid trainees in Community Child Health is kept up to date in terms of trainees progress.
- To assist the Chair and Assessment Advisor in delivering the penultimate year assessments, liaising with the Trainee Representative.
- To develop and/ or update the Level 3 curriculum and Special Interest (SPIN) Modules in Community Child Health (Safe Guarding).
- To attend meetings and devote sufficient time to meet the demands of the role.
- To represent CSAC at other internal or external meetings of the College or at events held by the College.

KNOWLEDGE, SKILLS AND EXPERIENCE REQUIRED

The post holder will be a Consultant in Community Child Health with a commitment to modernising training in line with College Strategy. You will have wide experience in Community Child Health and a demonstrated expertise and experience in training.

Essential

- Works in a consultant post
- Able to demonstrate experience as a clinical and educational supervisor.
- Have detailed, up-to-date knowledge of the requirements of postgraduate training, the regulations involved and the examinations, assessments and appraisals that trainees are required to undertake
- Excellent communication skills and ability to work well in a team
- Understanding of equality and diversity issues
- In Good Standing with the RCPCH

Desirable

- Evidence of professional development in education e.g. Postgraduate Certificate in Education or equivalent
- Able to demonstrate an active involvement in education and training issues and have an appropriate and current working knowledge of educational requirements.
- Contribution to developments in organisation/delivery of education
- Knowledge of committee work
- Awareness of RCPCH structure and function

WORKING RELATIONSHIPS

The post holder will work with the Chair, other Committee members and relevant administration within the RCPCH.

SUPPORT PROVIDED FROM THE COLLEGE

The first point of contact will be via the Training Services (Committees) Administrator who will forward queries as appropriate.

The College will provide appropriate support and encourages the use of video and tele-conferencing for meetings (where applicable).

Members will be reimbursed for the cost of travelling expenses (in line with terms and conditions) and subsistence to attend College meetings. Claims must be submitted using the appropriate form.

PROCESS

Nominations should be submitted electronically by no later than **9:30am on Monday 21 December 2020** at: <https://www.rcpch.ac.uk/form/rcpch-nominations#no-back>. Your CV should also be uploaded and the form will also include a statement of up to 250 words outlining the relevant experience and reasons for applying to the post. Please also complete the Equal Opportunities Monitoring section at the end of the form.

The information provided within your application form will be used for the purpose of election to committees only. It will be shared with members of the Royal College of Paediatrics and Child Health in the instance that there is more than one applicant for the position and a vote has to be taken. It will not be shared with any other third parties.

Personal information about unsuccessful candidates will be held for 6 months after the position has been filled, it will then be securely destroyed. Personal information about successful candidates will be retained on their membership file. The information contained in this will be kept secure and will only be used for purposes directly relevant to that person's responsibilities as a committee member. Please also refer to the [Membership Privacy Notice](#) which explains how we will use the data we collect from you.

Applications will be considered by the Community Child Health CSAC and ratified by the Education and Training Divisional Committee.

Dr Mike Linney, Registrar
November 2020

In accordance with College policy, all candidates should be in Good Standing with the RCPCH.