

The RCPCH has a College Specialist Advisory Committee (CSAC) in Paediatric Oncology which is responsible to the College for monitoring training and assessment within the sub-specialty and advising the College on related issues. 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.

## **ROLE DETAILS**

- Quality Advisor for Oncology
- Members are accountable to the Chair of the CSAC and the Vice President (Training and Assessment)
- Term of office: 2020 – 2023 (with the option to extend for a maximum further two subject to approval by Education and Training Divisional Committee)

## **ELIGIBILITY**

Applications are now invited from Consultant Paediatricians in Paediatric Oncology who are Honorary Fellows, Fellows or Ordinary Members of the College.

## **ROLE PURPOSE AND RESPONSIBILITIES**

The post holder will be required to (delegating responsibility for some tasks to Training Advisors or other members of the CSAC where appropriate):

- Work with key stakeholders<sup>1</sup> to improve and monitor standards of training for **Oncology**
- Ensure training documents and competencies documents for the specialty are regularly updated. This will include review of the Curriculum in line with GMC requirements.
- To contribute to the development/updating of the Level 3 assessed competency frameworks and Special Interest (SPIN) Modules in **Oncology**
- To work with CSAC Chair, Postgraduate Deaneries and Local Education Providers in the post and programme approvals process. To act as a representative, when invited, to GMC visits (Deanery wide or triggered) or RCPCH College visits, such as invited reviews.
- To contribute to the quality assurance of scenarios for the START Assessment.
- Assist the Chair of the CSAC and the Quality and Standards team in producing the Annual Specialty Report to the GMC by providing relevant information from the subspecialty and submitting the pro-forma as required for this purpose
- Act as a link representative with the RCPCH Academic Training Committee to oversee the provision and quality of research opportunities within **Oncology** training
- Contribute to formal written reports to the Education and Training Division Quality Committee, in line with the Committee reporting structure
- To attend three meetings per year and devote sufficient time to the role to meet the demands of the job.

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<sup>1</sup> Key stakeholders in this case will be other members of the CSAC, Officer for Training and staff in the Education and Training Division

- To represent CSAC at other internal or external meetings of the College or at events held by the College e.g. Policy Conference, Careers Fairs etc
- To attend centrally organised induction/training organised by the RCPCH

## **KNOWLEDGE, SKILLS AND EXPERIENCE REQUIRED**

The post holder will be a Consultant in Paediatric Oncology with a commitment to modernising training in line with College Strategy. You will have wide experience in Paediatric Oncology 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**

Other members of the CSAC, predominantly the two Training Advisor, Training and Assessment Adviser, Officers for Training and Assessment and Education and Training Division staff as required. This list is not exhaustive

## **SUPPORT PROVIDED FROM THE COLLEGE**

The first point of contact with the Education and Training Division will be via the Training Services Team who will forward queries as appropriate.

The College will provide appropriate support and ensure all papers are prepared to ensure ease of understanding.

Members will be reimbursed for the cost of travelling expenses and subsistence to attend CSAC meetings. Claims must be submitted using the appropriate form and within 6 months of the expense being incurred.

## 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 Oncology CSAC and ratified by the Education and Training Divisional Committee.

**Dr Mike Linney, Registrar**  
**November 2020**

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