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## Description of committee:

The Angoff Panel is responsible for undertaking Angoff standard-setting meetings in order to set and maintain the standard for the College's 3 Theory examinations – Foundation of Practice (FOP), Theory and Science (TAS), and Applied Knowledge in Practice (AKP).

- The Angoff Panel sits within the Education and Training Division;
- The main function of the Theory Exam committee is to oversee and maintain the standard of the College's 3 Theory examinations.
- The Angoff Panel reports to the Theory Exam Committee.

## Role details

- The post holder will be responsible to the Angoff Panel Lead and Deputy Angoff Panel Leads.
- The appointee will serve as an Angoff judge for an initial period of 3 years with an option of a 2-year extension.
- Responsibility for taking part and contributing to the standard-setting process for the FOP, TAS and AKP examinations.

## Eligibility

Applicants must be a:

- Ordinary Member
- Senior Member
- Fellow
- Senior Fellow

## Role purpose and responsibility

The responsibilities of the post holder are:

- Carry out preparatory work in advance of Angoff standard-setting meetings.
- Attend Angoff meetings for College Theory examinations.
- Participate in and complete training for Angoff Judges.

## Working relationships

The post holder will work with the Angoff Lead and the Deputy Angoff Leads to further their work. Equally they will work in conjunction with:

- Psychometric Analyst
- Quality Assurance Manager

## Time commitment

The post holder will be required to attend:

- Angoff standard setting meetings (ideally 2-3 each year though there will be a level of flexibility around work commitments, with refresher training required for those who are unable to attend regularly).

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

The post holder will be required to devote sufficient time to the role to meet the demands of the role. You may be asked to represent the Angoff Panel at other internal or external meetings of the College. Angoff meetings will normally be held at the College in London.

### **Support provided from the College**

The first point of contact will be via the Psychometric team within the Education and Training Division.

Members will be reimbursed for the cost of travelling expenses (in line with the College's expenses policy) and subsistence to attend College meetings. Remote attendance options may also be offered for some meetings.

## **Knowledge, skills and experience required**

### **Essential:**

- [Member of the College in Good Standing with RCPCH](#) in membership categories Member, Senior Member, Fellow or Senior Fellow.
- Has attended [Equality, Diversity and Inclusion training](#) within the last 3 years.
- Proven educational experience and CPD that is up-to-date, and some experience of College examinations and/or medical education and UK paediatric training.
- Be able to demonstrate that they are up to date with current paediatric practice
- Has completed the MRCPCH.

### **Desirable:**

- Evidence of involvement in the RCPCH examinations and medical education.
- Good interpersonal and time-keeping skills.
- Knows and can apply the principles of examination standard-setting and has experience of putting this into practice.

## **Process**

Applications for roles should be submitted by email to [Angoff@rcpch.ac.uk](mailto:Angoff@rcpch.ac.uk). Your CV should also be included, and we will ask you to include a statement of up to 250 words outlining the relevant experience and reasons for applying to the post.

When undertaking a role at RCPCH all role holders must agree to respect and uphold the charitable objects, vision, and values of the RCPCH and uphold the [code of conduct](#) which embodies of the values that the RCPCH holds the breaking of which could lead to sanction. Core to RCPCH's values is the exemplary behaviour of its members, both as professionals and also as individuals.

Appointed candidates will be asked to [register their interests](#). This is to ensure that personal circumstances that might compromise a volunteer's ability to be seen as acting correctly are properly disclosed.

The role holder must be committed to following the College's safer working practices guidelines when working with children, young people and adults at risk. Safeguarding is everyone's responsibility, with the role holder required to comply with the College's Safeguarding policy. Appointed candidates must also have attended Equality, Diversity and Inclusion training within the last 3 years.

The RCPCH wants to represent all the communities we serve and are dedicated to creating an inclusive working environment. The College is particularly keen to receive applications from those who belong to an underrepresented group as defined in the equality act 2010,

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including age, disability, sex, race, religion or belief, gender reassignment, married or in a civil partnership, pregnancy/parental leave, or sexual orientation.

The College is a disability confident leader, please let us know if you require any reasonable adjustments or accommodations as a result of a disability, impairment or health condition.

Members can also receive support to cover the costs of caring responsibilities, where these responsibilities would otherwise prevent them from undertaking voluntary work for the College, as per the [removing barriers](#) fund. Claims must be submitted using the appropriate form and the College should be made aware of these requests at least a month in advance. For further information please contact [edi@rcpch.ac.uk](mailto:edi@rcpch.ac.uk).

Eligible candidates who have the required knowledge, skills and experience may be invited to attend an interview either at the College's Offices or via tele-conferencing. Following the interview, a recommendation will be made to the working group on any appointment.

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.

**Dr Jan Dudley**  
**Registrar**  
**2025**

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