

Role Description – Vice President (Specialty)

Title	Vice President – Specialty (Voluntary Role)
Reporting to	President and FSRH Council
About FSRH	<p>Our specialist committees of SRH doctors and nurses work together to produce high quality training programmes, specialist conferences and events, clinical guidance and other SRH learning resources, all of which are designed to support members' continued learning and development.</p> <p>Want to know more about FSRH? http://www.fsrh.org</p>
About the role	<p>This important leadership role is designed to support a number of activities that lie at the heart of the Faculty of Sexual and Reproductive Healthcare (FSRH) including the specialty of Community Sexual and Reproductive Health (CSRH).</p> <p>This influential role offers the successful applicant the opportunity to help progress the vision of the FSRH and the specialty, as well as to progress their own learning & development amongst experts in sexual & reproductive healthcare.</p> <p>The Vice President for Speciality is one of six FSRH Officers and is also a member of Council. The role has a specific responsibility to work with the President, other Officers, and executive staff to ensure that the FSRH provides excellent speciality and specialist training, alongside and influencing related policy. Working as part of this team of Officers, the Vice-President (Specialty) will contribute to the overall leadership and goals of the FSRH.</p> <p>This work requires an excellent understanding of the CSRH Training Programme, an understanding of the FSRH membership and its specialist training needs.</p> <p>The role encompasses overseeing the work of (but not chairing) the following committees: Specialty Advisory Committee, Assessment and Curriculum Committee, Exams Committee, and the Special Skills Modules (SSM) Group and the FSRH work around supporting CESR applications.</p> <p>Although this role is unpaid any related travel and subsistence expenses incurred on official duties will be reimbursed according to</p>

	the FSRH policy in effect at the time.
Role overview	<p>The Officer will work with the President, Officers, and the executive staff to ensure that FSRH and its aims are supported at all times. The Officer will be responsible for the following areas of FSRH work:</p> <p>a. Lead for CSRH specialty training: In this role the Officer will oversee the work of the FSRH to develop and support this training programme. Specialty training is complex and subject to ongoing change in response to national policy developments relating to HEE/deaneries, the GMC, AoMRC and other Royal Colleges. The Officer will work very closely with FSRH staff to support the development of the Specialty.</p> <p>i. The Officer will work with the chairs of SAC, Assessment & Curriculum Committee and Exams Committee to ensure specialty training is well organised, fit for purpose and conforms to national standards.</p> <p>ii. The Officer will oversee the submission of the annual GMC Specialty Report and any other submissions or consultation documents to bodies relating to specialty training.</p> <p>iii. The Officer will oversee the Annual Record of Competence Progression (ARCP) interviews for trainees (which are held at East of England Deanery) and the national recruitment to the CSRH specialty training programme (which is also supported by HEE at East of England Deanery).</p> <p>iv. The Officer will liaise with the Lead Dean and others to ensure the CSRH programme is in line with current specialty training standards and future NHS workforce needs i.e. to lobby for a better match of the intake/output of the CSRH programme with the UK's future SRH consultant workforce need.</p> <p>b. Committee work: The Officer will be a member of the following committees. This includes working to ensure these Committees are well supported by Officers and providing an effective route of communication with Officers/Council:</p> <p>i. Specialty Advisory Committee (SAC): the Officer will represent the FSRH on this committee and play a key role in monitoring the training programme.</p> <p>ii. Assessment & Curriculum Committee: the Officer will represent the FSRH and ensure that the CSRH Curriculum is fit for purpose for the training programme and is amended and managed in line with GMC guidance.</p> <p>iii. Examinations Committee: The Officer will represent the FSRH on this committee and oversee the development, administration and evaluation of the reliability of all parts of the MFSRH examination</p>

	<p>iv: FSRH Education Strategy Board: the Officer will represent the views and needs of speciality and specialist training within the wider FSRH education portfolio</p> <p>iv: RCOG Education Board: The Officer will represent the FSRH and be the main link with the RCOG in respect of specialty training. Attendance at the RCOG Education Board allows a valuable opportunity to be informed about new developments in specialty training and to ensure that the CSRH and RCOG programmes follow a similar structure and development.</p> <p>v: AoMRC Joint Training Forum The Officer will represent the FSRH at this quarterly national meeting. Attendance allows a valuable opportunity to be informed about new developments/concerns in UK medical training.</p> <p>c. Trainees: The Officer will support CSRH trainees by organising trainee meetings and will be available to give support, guidance and direction from the perspective of the FSRH (this will include ensuring trainees have the opportunity to participate in FSRH committee work and other work-streams). The Officer will be responsible for overseeing the organisation of the annual Trainees meeting. The Officer will ensure that the FSRH website supports the needs of trainees and will be responsible for the process of appointment of the trainee representation on SAC / ACC.</p> <p>d. Trainers: The Officer will support the trainers in CSRH by organising an annual update meeting for Training Programme Directors and Educational Supervisors. The Officer will work with the Chair of SAC to liaise with trainers and give support and guidance to them as needed.</p> <p>f. SSMs: Support the development and oversee the FSRH Special Skills Module programmes. The Officer will work with the SSM lead to help resolve concerns of SSM trainers and/or trainees.</p>
<p>Main duties of the role</p>	<ul style="list-style-type: none"> ▶ To attend Council and Officers' meetings. Preparation of reports to Council in collaboration with the Director/Senior Management Team. To attend relevant Committee meetings where possible. ▶ To attend the Education Strategy Board meetings. ▶ To attend RCOG Education committee as the FSRH representative when available. ▶ To attend AoMRC Joint Training Forum as the FSRH representative when available ▶ To work with partner organisations in the UK, opinion formers and politicians to enhance the authority and

	<p>support the influencing goals of the FSRH.</p> <ul style="list-style-type: none"> ▶ To act as a spokesperson for the FSRH, specifically on matters that affect the specialty ▶ To advise the President, Officers and Council on all matters relating to their areas of responsibility in a timely manner. ▶ To lead specific projects as agreed with the President and Council. ▶ To adhere to FSRH policies and procedures.
<p>Key relationships/working together</p>	<ul style="list-style-type: none"> ▶ President and Officers ▶ Chief Executive and Education Director ▶ Education & Training Team ▶ RCOG Vice President for Education ▶ FSRH Committee Chairs ▶ RCOG, GMC, other College Education Leads <p>The post holder will work closely with the FSRH President and Officers as well as the Director for Education & Training. The Specialty Development Manager and other members of the FSRH</p>
<p>Time commitment</p>	<ul style="list-style-type: none"> ▶ The role is demanding and requires significant work at the FSRH in London and regular attendance to FSRH matters. In addition, there may be engagements at the weekends and in the evenings. ▶ The majority of FSRH committees are virtual and held throughout the week. ▶ Meetings are generally virtual meetings with committee meetings having one in-person meeting per year. Current meetings commitments include: <ul style="list-style-type: none"> ▶ Council meetings – 4 times a year ▶ Officer meetings – monthly, morning meeting ▶ Officer Teams catch-up – weekly, 08:00-09:00 on Fridays ▶ ESB– 3 times a year ▶ Others Committee – 4 times a year

	<ul style="list-style-type: none"> ▶ National and overseas travel maybe occasionally required. ▶ The Vice President - Specialty normally attends the Annual General Meeting, Fellowship and Membership admission ceremonies and other notable Boards and committees. ▶ As an ambassador of the FSRH, the Vice President – Specialty will often attend events of partner organisations and will be expected to represent the FSRH at high-profile meetings. These may involve senior members of the UK Government, national and overseas Governments, and senior civil servants and diplomats.
<p>Terms</p>	<ul style="list-style-type: none"> ▶ Terms are three years and are eligible for election to one further term of three years. ▶ Election will take place by voting Council members by a ballot from a list of nominations. ▶ The position is not remunerated. ▶ Travel and subsistence expenses incurred on official duties is reimbursed according to the FSRH policy in effect at the time. ▶ The Officer will have an annual appraisal meeting with the President at which annual objectives are also agreed. Appraisal notes, and objectives can be sent annually to the Officer’s employer to be used in clinical appraisal meetings and in job planning.
<p>Eligibility – criteria</p>	<ul style="list-style-type: none"> ▶ Be a member by qualification (Diplomate, Fellow or Member) of FSRH and in active clinical practice.
<p>Skills and experience required</p>	<p>Given the considerable leadership and corporate responsibilities of these roles, it would be desirable for candidates for election to this role to demonstrate that they are of good standing and have:</p> <ul style="list-style-type: none"> ▶ In depth understanding of the Specialty of CSRH ▶ Successfully led multidisciplinary teams, projects or change ▶ Excellent communication skills ▶ Up-to-date knowledge and experience of FSRH activities

	<ul style="list-style-type: none"> ▶ Up-to-date knowledge and experience of the NHS ▶ Respect of peers and confidence of the profession and specialty ▶ Ideally experience of being Training Programme Director / Educational Supervisor
<p>Process/next steps</p>	<p>Current Fellows/Members/Diplomates (who are still in active clinical service) are encouraged to apply by sending in a short CV and a completed 'Application form' with two proposers to be sent to sent to the councilelections@fsrh.org by 10am on Monday 11th July.</p> <p>Interested candidates are invited to have a no-obligation telephone discussion with the current Vice President, Specialty (Dr Janet Barter) before applying. Please contact Helen Davies, Executive Assistant via hdavies@fsrh.org to arrange this.</p> <p>Once the application period has closed, Council will vote in a secret ballot if there is more than one candidate standing.</p> <p>If there is only one candidate and they meet the eligibility criteria, then they are automatically elected.</p>