# FPHC Clinical Standards Committee

# Committee Member posts available

Applications are open for a committee member within the FPHC Clinical Standards Committee.

**About the Committee**

The main functions and responsibilities of the Clinical Standards Committee are to:

* ensure that the Faculty Foundation Material for Immediate Care Manual is fully reviewed every three years.
* ensure that the Faculty Clinical Material for Police Officers in Specialist Roles Manual (including any changes to the D13 slide set) are fully reviewed every three years.
* ensure that all changes are evidence based and in line with the Faculty Clinical Consensus statements.
* undertake the development and review of Faculty Clinical Consensus Statements.
* address any clinical enquiries from outside agencies.
* ensure that all applied evidence is held within the Faculty for audit purposes.

This committee seeks to represent the full spectrum of Pre-hospital practice and we welcome applications from a variety of clinical backgrounds.

A role summary is provided below. Interested parties are asked to submit a current CV electronically along with their application form. The appointment/s will be made following a suitable shortlisting and interview process.

The closing date for applications is **Friday 24 May 2024**. All applications and subsequent correspondence should be submitted via email to e.stevenson@rcsed.ac.uk. Applications received after this time will not be accepted.

The College’s membership is diverse and we aspire to ensure that this diversity is represented through our internal governance and decision-making structures, whether this be via appointed or elected positions. In all cases, we particularly welcome applications or nominations from suitably qualified individuals from protected characteristic groups that are currently under-represented on College boards, committees or groups, who may bring different experiences, skills and perspectives to our discussions and decision-making. Reasonable adjustments for disability will be implemented for those who require them.

**Summary of the Role**

The post holder will:

* assist with the writing and reviewing of Consensus Statements.
* read and comment on new/revised documents when required.
* take a lead role in the process of writing or reviewing some of the Faculty material (with the support and guidance of the Chair and the Office Bearers).
* participate in active discussion regarding any proposed new material.

**Eligibility Criteria**

Applicants must be a current member of the Faculty of Pre-Hospital Care, the Royal College of Surgeons of Edinburgh, in good standing and be in good standing with their appropriate professional regulator.

**Essential**

* Communication skills: evidence of being an effective and clear communicator
* Engagement: an ability to engage effectively with a wide spectrum of people from varying backgrounds showing consideration for their ideas and proposals while facilitating the committee’s strategic objectives
* Organisation: an ability to show self-organisation
* Values and behaviours: a reputation for open and honest professional and personal conduct.
* Professional: sufficient training and experience in Pre-hospital care to ensure credibility

**Desirable**

* Experience in working for an educational provider
* Good communication and IT skills

**Time Commitment:**

Due to the nature of this committee, material regularly requires reviewing and updating. Therefore, it is essential that elected committee members have sufficient time to engage fully with their role.

As a minimum, the post-holder will be expected to:

* attend four Clinical Standards Committee meetings/year; held virtually
* lead at least one project per year
* read and comment on documents when required

**Tenure:**

With the exception of ex-officio members, members shall normally serve on the Committee for 3 years, renewable only once, unless assuming the role of Chair or Vice Chair.

**Note:** This position is voluntary. However, travel, accommodation and subsistence for activities relating to the role will be reimbursed.

**FPHC Clinical Standards Committee Member**

**SECTION A – PERSONAL DETAILS**

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| --- |
| **\*Surname:** |
| **\*First name:**  | **\*Preferred first name:** |
| **\*Title:**  | **NMC/HCPC/GMC/IMC/GDC Number** (as applicable): |
| **\*Profession:** |  |
| **\*Region** |
| **Name of Workplace:** | **\*Specialty** (if applicable): |
| **Work Address:** |
| **Home Address:** |
| **Post Code:**  | **College/Faculty Membership Ref Number:**  |
| **Work Phone:**  | **Mobile No:**  |
| **Email:**  |

**SECTION B – PERSONAL STATEMENTS**

Please answer the following question in ***no more than 200*** words:

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| **Question 1:** **Describe yourself and your current roles.** |
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Please answer the following question in ***no more than 250*** words:

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| **Question 2:** **What relevant activity have you undertaken to date that would enable you to be a successful Clinical Standards Committee member** **(having regard to the eligibility stated in the role summary)** |
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**Nominee’s Declaration:**

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| --- | --- |
| **By submitting this form I agree that I meet the requirements as set out for the role and I confirm that I do not have any conflicts of interest which may affect my ability to undertake the role for the FPHC.** | *(please tick)*X |
| **Signature:** *a scanned signature is acceptable* | **Date:** |