

Role Description & Person Specification for Chair of the Faculty of Pre-Hospital Care Regional Group

Job Title	Chair of the Faculty of Pre-Hospital Care (FPHC) Regional Group
Reports to	Faculty of Pre-Hospital Care Executive Committee and Faculty Office Bearers
Time Commitment	Variable throughout the year. Attendance at Regional Group meetings and relevant Faculty meetings is expected, together with preparation, follow-up and liaison with regional representatives between meetings.
Job Summary	
The Chair of the Regional Group is responsible for providing strategic leadership and oversight of the Faculty of Pre-Hospital Care Regional Group. Working closely with regional representatives, Faculty staff, the Executive Committee and Faculty Office Bearers, the post holder will ensure that regional activity supports the Faculty's strategic priorities, strengthens engagement with members and provides an effective route for regional perspectives to inform the Faculty's work.	
Main Duties and Responsibilities	
• Provide leadership and strategic direction for the Regional Group. • Chair Regional Group meetings, ensuring that discussion is inclusive, focused and appropriately recorded. • Work with regional representatives to agree shared priorities and develop an annual programme of activity aligned with the Faculty's strategy. • Act as the principal link between the Regional Group, Faculty Executive Committee, Faculty Board, Faculty Office Bearers and Faculty staff. • Ensure that regional views, priorities and emerging issues are communicated through the appropriate Faculty governance routes. • Support regional representatives to engage Faculty members and the wider pre-hospital care community within their areas. • Promote collaboration, consistency and the sharing of good practice across the regions and with relevant partner organisations. • Ensure that Regional Group activity is conducted in accordance with Faculty and College governance, policies and agreed priorities. • Monitor the activity and effectiveness of the Regional Group, identifying opportunities for development, improved representation and succession planning. • Provide updates, recommendations and reports to the Faculty Executive Committee and Faculty Board as required.	
Specific Post Details	

- This is a voluntary position; there is no financial remuneration.
- Reasonable travel and subsistence expenses reimbursed in accordance with College policy.
- The term of office is three years.

Key Liaisons

- Faculty Executive Committee
- Faculty Office Team
- Regional representatives
- Faculty Chair
- Faculty members
- Regional and national professional networks
- External organisations and partner bodies

Person Specification – Chair of the Faculty of Pre-Hospital Care Regional Group

Essential	Desirable
Member in good standing with the Faculty	Fellowship of the Faculty
Knowledge of the pre-hospital care community across the regions	Previous leadership of a regional or national professional network
Excellent strategic, organisational and leadership skills	Experience representing members or a professional body
Ability to work collaboratively with multidisciplinary and geographically dispersed teams	Experience chairing committees, groups or professional networks
Strong communication, influencing and interpersonal skills	Experience developing member engagement or regional activity
Commitment to inclusive regional representation and member engagement	Understanding of governance within a membership organisation, charity or professional body
Personal Attributes	
• Collaborative leadership style • Strategic thinker • Organised and able to manage competing priorities • Enthusiastic about strengthening regional engagement and professional networks • Ability to build relationships with internal and external stakeholders • Commitment to equality, diversity and inclusion	



How to Apply

Interested applicants should submit:

- A current CV.
- A supporting statement (maximum 500 words) outlining:
 - Why they are interested in the role.
 - Relevant experience.

Applications should be submitted to fphe@rcsed.ac.uk by the advertised Thursday 3rd September.