



## **Regional Advisors**

### **Role Specification (Northern Ireland – Physician)**

#### **Background**

As a Fellow or Member of the Royal College of Physicians and Surgeons of Glasgow, you are already part of a growing community of over 15,000 healthcare professionals, who are passionate about patient care, and are leading and influencing the future of our profession.

Our influential network of Regional Advisors are ambassadors who help promote the unique values of our College, and are able to explain who we are, what we stand for and what we do to a new generation of clinicians across the UK and Ireland.

Working as part of an inter-disciplinary team, and with direction and support from the College, the Regional Advisor will raise the profile and awareness of the College and endorse the benefits of membership in their locality. They will also develop a local network of College members who can work together and support each other in promoting College activities.

The College is one of the three Royal Colleges of Physicians of the United Kingdom (the Federation) and our appointed regional advisory (physician) in Northern Ireland will have additional duties supported by the Regional office in Northern Ireland.

This role should be discussed with the relevant Clinical director and should be discussed in the annual appraisal.

#### **Role and Responsibilities**

This role has two distinct elements as outlined below. While the preference is for both elements to be undertaken by one person, the College will consider applications from suitably qualified individuals interested in only one aspect of this role.

1. Working as a member of our College Networks across the UK and Ireland to:
  - Act as a local College ambassador by maintaining regular contact with local members through various communication channels e.g. meetings/ events, e-mails, social media etc.
  - Actively identify and recruit new Members to the College, including new consultants in your region and encourage applications for Fellowship, acting as sponsor where appropriate
  - Identify opportunities to raise the profile of the College in your region, and opportunities to support local or regional education/teaching programmes
  - On occasion, coordinate and deliver or attend professional events and functions to represent and promote the College
  - Promote and publicise the range of relevant examinations offered by the College, encouraging local clinicians to apply through the College to sit these examinations
  - Promote and publicise the range of education, activities, services and facilities offered by the College
  - Participate in a minimum of two Advisor meetings per annum



- Provide advice, guidance, support and networking opportunities to local College membership
  - Advise the College on local issues and developments
2. Working as part of the Regional office in Belfast, the regional advisor will cooperate with their counterparts from the Royal Colleges of Physicians of Edinburgh and London to provide local support services. The main responsibilities of the regional advisor are to:
- scrutinise approx. 12 specialty doctor job descriptions per month for new and replacement appointments in the region
  - participate in the annual review of RCP fellowship nominations
  - attend quarterly meetings of the NI Committee (can be done by video link)
  - chair the NI Committee (for 1 year out of every 3)
  - assist with the coordination and facilitation of the MRCP(UK) Part 1 and Part 2 exams in Belfast
  - assist with the coordination and facilitation of the PACES exam in Belfast and other centres

### **Person Specification**

Our Regional Advisors will be Fellows or Members of the College in good standing. They will have a proven commitment to education, training and/or examinations and be able to demonstrate initiative, enthusiasm and professional expertise towards this important representative role.

Those successful in securing the role of Regional Advisor may not perform any similar promotional or governance role for any other medical or surgical Royal College. You must declare memberships of, or affiliations with, all other Colleges.

### **Eligibility**

This role is suitable for Substantive Consultants, SAS Doctors and Dentists or individuals working at a similar level (equivalent to the new Speciality Doctor contract in England Wales and Northern Ireland). The current post if not substantive must have a duration of over 12 months and a minimum of 6 months remaining in their term. You may not be eligible if you are in a locum position.

If you are unsure if you would be eligible for this role, please contact [membernetworks@rcpsg.ac.uk](mailto:membernetworks@rcpsg.ac.uk) in advance of applying.

### **Communication and Reporting**

The Regional Advisors will be accountable to College Council through the Honorary Secretary. The Regional Advisors will work closely with, and be supported by, Office Bearers and College staff, led by the Membership & Engagement Team.

### **Term**

The term of office will be 3 years from date of appointment, with the option to extend for a further 3 years if both parties are happy to proceed.

### **Remuneration**



ROYAL COLLEGE OF  
PHYSICIANS AND  
SURGEONS OF GLASGOW

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The post of Regional Advisor is voluntary although all reasonable and pre-agreed expenses associated with the role will be reimbursed by the College in line with our normal policies and procedures.

### **Equality, Diversity and Inclusion**

We are keen that our Regional Advisors are as diverse as possible, and we hope to attract applications from underrepresented groups, including Black, Asian and minority ethnic (BAME) people; people with disabilities; LGBT+ people; people with gender diverse identities; and people from lower socio-economic backgrounds.