



FRCS OPHTHALMOLOGY PART 3

Post Title: FRCS Ophthalmology – Associate Convenor for Part 3 Structured Orals

Location: Education and Assessment Unit
Royal College of Physicians and Surgeons of Glasgow
232-242 St Vincent Street, Glasgow G2 5RJ

Number of Posts: One
The post of Associate Convenor is also open to international applicants

Reports to: FRCS Ophthalmology Part 3 Convenor

Date: October 2026

FRCS Ophthalmology Part 3 is the final examination in the fellowship assessment process and consists of structured oral and clinical examinations. It is designed to evaluate a candidate's ability to apply ophthalmic knowledge in real-world clinical settings, with a focus on safe, effective and independent patient care.

Award of the Fellowship should be perceived as a validation of an ophthalmologist's knowledge, experience and training. Candidates achieving this standard are judged to have the skills of a General Ophthalmologist and to be able to manage patients and their ophthalmic conditions independently in a safe and professional manner.

Fellowship is not intended to validate sub-specialist expertise and does not provide direct entry to higher specialist training in the UK. However, the Fellowship is recognised as part of the registration process with the General Medical Council of the UK.

The Part 3 exam is held internationally approximately 9 times per year including some double circuit exam deliveries.

OVERVIEW OF ROLE

The FRCS Ophthalmology Associate Convenor will support the FRCS part 3 Convenor in providing a clinical leadership role in the FRCS Part 3 examination representing the College's interests within the FRCS Ophthalmology Committee.

The FRCS Ophthalmology Examinations Committee meeting is held twice per year. Meetings are currently held remotely on MS Teams.



KEY RESPONSABILITIES

There is now a requirement for two Associate Convenors to join the Part 3 group to assist with and deputise for the activities below:

- Participate in the Examination Committee meetings twice per year
- Assist with reviewing post-exam reports and contributing to meetings
- Assist with internal prior verification of exam questions
- Support and participate in examiner training
- Assist in reviewing feedback from candidates
- Assist the Convenor in exam creation and question writing. This includes writing, reviewing and updating questions, reviewing images and selecting and doing clinical checks for exam questions
- Question review support:
 - New questions submitted by examiners, providing appropriate feedback
 - 'Non-live' questions in the Part 3 question bank
 - New images
- The Associate Convenor will also be working directly with the College Team (Surgical and Quality Assurance and Question Bank Teams)

CPD will normally be available for participation in standard setting and training activities.

The Associate Convenor will act for a period of 3 years in the first instance. This term may be extended by a further period of up to 2 years by mutual agreement. The Associate Convenor must protect the confidentiality of the question bank and will be reporting to the FRCS Part 3 Convenor.

ELIGIBILITY CRITERIA

This post is open to all UK-based and international candidates who meet the eligibility criteria to be an FRCS Ophthalmology examiner. Need to be a current active FRCS Ophthalmology examiner in good standing.

PERSON SPECIFICATION

The College is keen to have a group of examiners 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.

The FRCS Ophthalmology Part 3 Structured Oral Associate Convenor should be a Fellow of the Royal College of Physicians and Surgeons of Glasgow (or equivalent) in good standing. They will have an active interest, knowledge, enthusiasm and commitment to education and assessment, with a working knowledge of the career progression and clinical standards of Ophthalmologists in the UK and internationally.

The successful applicant should have experience in examining the qualification covered by this role.



Activity	Hours
Weekly commitment – help with question selection and checks Approximately 9 exams per year including some double circuit exam delivery (applicable to FRCS part 3)	1 to 2 hours per week (during exam preparation period, shared between convenors)
Question Bank review	4 to 5 hours – twice per year (shared across convenors and group members)
Question Writing sessions in person	6 hours - twice per year
Committee meetings	2 hours – twice per year
Internal prior verification Approximately 9 exams per year including some double circuit exam delivery (applicable to FRCS part 3)	2 to 3 hours per exam (shared across group members and Associate Convenor)

REMUNERATION

This post is voluntary however all reasonable expenses will be reimbursed in line with the College policy.

TERM OF OFFICE

The Associate Convenor will act for a period of 3 years in the first instance. This term may be extended by a further period of up to 2 years by mutual agreement

APPLICATION

CV and the names and contact of two referees should be submitted by Monday 2 November via email in the first instance to gemma.dornan@rcpsg.ac.uk

Interviews will be held on the morning of Tuesday, 10 November.

Please specify in your email if you are applying for the Associate Convenor role for FRCS Ophthalmology Part 3.

If you would like to discuss any of the positions further, please contact Fernanda McLintock at Fernanda.mclintock@rcpsg.ac.uk