

# **CHAIR OF THE JCST CORE SURGICAL TRAINING COMMITTEE**

## **JOB DESCRIPTION**

### **Role Context**

The Joint Committee on Surgical Training (JCST) wishes to set up a small, high level committee to oversee and advise on core/early years surgical training in the UK and the Irish Republic. Once appointed, the Chair will work with the JCST Chairman to finalise the constitution and terms of reference of the group and to set the direction for the years to come. Immediate priorities will include defining the structure of core surgical training and agreeing an approach to quality enhancement. This is a time of significant and continuing change and we are looking for an individual with a clear vision combined with flexibility, pragmatism and strong leadership and organisational skills.

Extensive experience of training is essential, as is experience in chairing committees. The Chair will also need to be familiar with the different training structures currently operating simultaneously within the UK as well as with the separate system operating within the Irish Republic. S/he will need to communicate regularly with the Chairs of the JCST's 9 Specialty Advisory Committees (SACs) and also establish appropriate working arrangements with other bodies such as the Core Surgical Training Committee (CSTC) Forum run by the Royal College of Surgeons of England. Establishing the strategic and operational roles of both groups and their interaction with each other will be an early priority.

The Chair will work within the framework of the Joint Committee on Surgical Training (JCST), under the direction of its Chair. The JCST is an intercollegiate body, accountable to the 4 surgical colleges of the UK and Ireland.

The principal areas of responsibility will include the following:

### **Intercollegiate Surgical Curriculum Programme (ISCP)**

The new committee will be responsible for developing the content of the web-based curriculum for core surgical training across the 9 surgical specialties, within the framework recommended by the ISCP Management Committee. The detailed work may be delegated to a nominated Curriculum Editor, but overall responsibility will rest with the group under the direction of the Chair, who will have a seat on the Management Committee. At the time of writing the regulator has approved a revised curriculum, but this will need to be kept under review and updated on a regular basis.

The Chair will have a vital role to play in promoting the use of the ISCP and ensuring full engagement of trainees and trainers in the programme.

## **Quality Enhancement**

The JCST and its SACs work closely with Postgraduate Deaneries and Schools of Surgery and are willing to provide external quality control in all matters connected with surgical training, as stipulated in the GMC's Quality Framework. The new group will need to build relationships and consider how best to deliver external quality control in core surgical training. It will also contribute to the JCST's own Quality Enhancement strategy and will be involved in setting standards for training and for trainers.

## **Training Structure, Recruitment and Selection**

The group will be expected to contribute to discussions about the evolving structure of postgraduate surgical training within the devolved nations of the UK. It is likely to be asked to work with government departments and others to design national person specifications and to advise on other selection arrangements. In addition it will contribute to the JCST's own work in defining and disseminating best practice in selection.

## **General Medical Council (GMC)**

Until April 2010 the Postgraduate Medical Education and Training Board (PMETB) was the regulatory body for all matters relating to specialist training in the UK. On 1 April 2010 it merged with the GMC, which has now taken over all of its responsibilities. The JCST and its committees operate within the framework that established by PMETB and now taken forward by the GMC. The Chair must be familiar with, and ensure that the workings of the group are compatible with, GMC standards, requirements, principles and guidance.

At times the group may be asked to advise the GMC on post and programme approvals. It may also be asked to consider requests for support for time spent outside training programmes, for example abroad or in research, and to support deaneries in applying for prospective approval from the GMC.

## **Duties of the Chair**

(To be reviewed once the group is fully operational)

- To oversee the establishment of the Core Surgical Training Committee and to set the direction for its work;
- To build relationships with the GMC, Deaneries and Schools of Surgery with a view to supporting national and local quality assurance and quality management processes (NB this may involve some discussion with the CSTC Forum about the division of tasks);
- To oversee the enrolment of core trainees with the JCST
- To contribute as needed to processes for the recruitment and selection of core trainees;
- To advise as needed on workforce planning in core surgical training;
- To advise as needed on post and programme approvals and applications for out-of-programme training and research;

- To chair meetings of the Core Surgical Training Committee (4 per year) and attend meetings of the CSTC Forum;
- Working with the JCST secretariat, to confirm agendas and minutes for meetings, handle any follow-up action and deal with committee correspondence;
- To attend JCST meetings and pre-JCST meetings of SAC Chairs (4 per year, hosted by different Colleges on a rotating basis) and report on the work of the group;
- To work with the SAC Chairs to develop a coordinated approach to matters of common interest and to surgical training in general throughout the UK and Ireland;
- To attend meetings of the JCST/ISCP Management Group and other curriculum governance meetings as needed, or to agree appropriate deputising arrangements.
- To engage with the Intercollegiate Committee on Basic Surgical Examinations (ICBSE) on matters connected with the MRCS
- To attend other meetings and liaise with other external bodies as needed.

### **Terms and Conditions**

The term of office for this post is 3 years. The time commitment includes time attending meetings in London or elsewhere, which is likely to amount to up to 16 days per annum, plus other follow-up work which the Chair will need to organise to suit his/her working arrangements. The Chair will need to include this activity in any job plans negotiated with his or her employers. **Those applying for the post will be asked to confirm that they have discussed their application with their employers and have their support.**

June 2010