



## **Advertisement for Appointment**

### **Chair of the Specialty Advisory Committee (SAC) for Vascular Surgery**

The JCST works on behalf of the 4 Surgical Royal Colleges of the UK and Ireland to enhance the quality of surgical training. We are the parent body for the Intercollegiate Surgical Curriculum Programme (ISCP). We and our Specialty Advisory Committees (SACs) enrol and monitor trainees and make recommendations to the regulator when they are ready for the award of the CCT. On the regulator's behalf, we also evaluate applications for the Certificate confirming Eligibility for Specialist Registration (CESR).

Vascular Surgery is due to become a full specialty in the near future and we are establishing an SAC to oversee the introduction of the new specialty and to support the delivery of training in the future. Mr Peter Lamont, immediate Past President of the Vascular Society, has agreed to act as interim Chair, but we are now recruiting to the substantive post.

As this is a new post, we are looking for an exceptional individual with strong leadership skills to oversee the establishment of the new SAC and to work with others to ensure the smooth introduction of the curriculum, assessment system and training programmes in the new specialty. S/he will need extensive experience of training in Vascular Surgery, experience in chairing committees and a thorough understanding of the way in which SACs work and the regulatory framework within which the JCST operates,

An application form, job description and person specification for the post are available from Ms Sallie Nicholas, Head of JCST, who is also available for an informal discussion about the post. Telephone: 020 7869 6240 or e-mail on [snicholas@jcst.org](mailto:snicholas@jcst.org).

The closing date for applications is **Monday 6 February 2012**. Interviews will be held on the afternoon of **Tuesday 20 March 2012**.

Advertisement distributed by all four Surgical Royal Colleges and the Vascular Society.

## **CHAIR OF THE SPECIALIST ADVISORY COMMITTEE (SAC) IN VASCULAR SURGERY: JOB DESCRIPTION**

This is a new post, chairing a new SAC, and the most important responsibility of the postholder will be to work with others to ensure the smooth introduction of the curriculum, assessment system and training programmes in the new CCT specialty of Vascular Surgery. S/he will need to work closely with the General Surgery SAC, as Vascular Surgery trainees will continue to need experience in areas of that specialty and vice versa.

All SAC chairmanships are time-consuming positions that require great commitment and this post will be particularly demanding at the outset. Extensive experience of higher specialist training in Vascular Surgery is essential, as is experience in chairing committees and a thorough understanding of the way in which SACs work. 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 – although Vascular Surgery is not a full CSD specialty in the latter.

SAC Chairs 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.

One of the first tasks will be to oversee the recruitment of members to the SAC itself. Once established, the principal areas of work for the SAC will be as follows:

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

The SAC will be responsible for the content of the web-based curriculum for Vascular Surgery. The detailed work may be delegated to a nominated Curriculum Editor, but overall responsibility rests with the SAC under the direction of the Chair. At the time of writing the curriculum remains to be approved by the GMC; once approved, it will need to be kept under review and updated on a regular basis.

It is also vital for SAC Chairs to demonstrate leadership within their specialties and to encourage both trainees and trainers to use the ISCP to its full potential.

### **Quality Enhancement**

Through its Liaison Members the SAC will need to work closely with Postgraduate Deaneries and Schools of Surgery and to be willing to provide external quality control in all matters connected with the training of vascular surgeons, as stipulated in the GMC's Quality Improvement Framework. It will also contribute to the JCST's own Quality Enhancement strategy and will be involved in setting standards/quality indicators for training and for trainers.

## **Training Structures, Recruitment and Selection**

The SAC will need to contribute to discussions about the evolving structure of postgraduate surgical training. It will also need to work closely with the Department of Health and others to design national person specifications and determine other selection arrangements and will play a leading role in overseeing the national recruitment process. In addition the SAC will contribute to the JCST's own work in defining and disseminating best practice in selection.

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

The Postgraduate Medical Education and Training Board (PMETB) was the regulatory body for all matters relating to specialist training in the UK from September 2005 until April 2010, at which point it merged with the GMC. The JCST and its SACs operate within the framework established by PMETB and now taken forward by the GMC. The SAC Chair must be familiar with, and ensure that the workings of the SAC are compatible with, GMC standards, requirements, principles and guidance

### **CCT and CESR (CP) Applications and Out-of-Programme Training and Research (OOPT/R)**

The SAC will need to consider applications for CCT and CESR (CP) and to ensure that standards are maintained on a national basis. It will make recommendations to the GMC when trainees are ready for certification; at present Vascular Surgery is not a CSD specialty in the Irish Republic. The SAC will also need 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.

### **Certificate of Eligibility for Specialist Registration (CESR) Applications (previously known as Article 14)**

SAC panels will need to evaluate any applications in Vascular Surgery and make recommendations to the GMC. This is a statutory process, and the surgical colleges have signed a contract with PMETB (now transferred to the GMC) obliging the JCST and SACs to meet specific standards in terms of time and quality.

### **Specialty Association**

All SACs are expected to work closely with their specialty association.

## **THE ROLE OF THE CHAIR**

- To oversee the functions of the SAC as set out in current guidance and to ensure that these are carried out to a satisfactory standard within the resources available;

- To work with the GMC, Deaneries and Schools of Surgery to support national and local quality assurance and quality management processes;
- To allocate liaison members to regions, deal with reports from liaison members and take action where appropriate;
- To contribute as needed to processes for the recruitment and selection of trainees;
- To contribute as needed to workforce planning in the specialty;
- To oversee the processes for CCT and CESR (CP) recommendations and support for out-of-programme training and research;
- To be familiar with the legislation underpinning the CESR process, to oversee the process of evaluating applications in Vascular Surgery and to deal with any contentious issues arising;
- To work with and support the staff members responsible for Vascular Surgery and other members of the JCST team as needed
- To deal with any internal difficulties arising within the SAC and periodically to consult with committee members on their roles;
- To chair the SAC meetings (number to be determined) and Programme Directors' meeting (number to be determined) in London and any additional meetings that may be required;
- To confirm the agendas and minutes for these meetings;
- To complete any actions arising from the meetings
- To deal with correspondence and take action on SAC and training issues as needed;
- To be involved as needed with the recruitment and appointment of new members to the SAC and to be involved in their induction;
- To attend JCST meetings and pre-JCST meetings of the SAC Chairs (4 per year rotating through London, Glasgow and Edinburgh) and to report on developments within the SAC;
- To work with other SAC Chairs within the JCST to develop a coordinated approach to areas of interest common to all specialties and surgical training in general throughout the UK and Ireland;.
- To attend meetings of the ISCP Management Committee, or to agree appropriate deputising arrangements;
- To attend the Intercollegiate Specialty Board in Vascular Surgery or to agree appropriate deputising arrangements, and to examine in the Intercollegiate Board examination in Vascular Surgery once this is in place and if needed;
- To attend the Vascular Society Council meetings (4 per year) and meetings of the Vascular Society Training and Education Committee (3 per year);
- 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 1-2 days per calendar month, 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.** Chairs should claim expenses from their employing Trusts or Health Boards. Some support will be available for the Chair's secretarial expenses. Further details are available from the JCST secretariat.

November 2011

## **PERSON SPECIFICATION CHAIR, VASCULAR SURGERY SAC**

### **Essential qualifications and experience**

- Practising surgeon on the GMC's Specialist Register and in good standing with employer and the GMC;
- Active or very recent experience as a surgical trainer, for example as an Assigned Educational Supervisor;
- Recent membership of a surgical SAC;
- Experience of chairing committees
- Completion of an appropriate Training the Trainers course;
- Familiarity with the Intercollegiate Surgical Curriculum Programme (ISCP)
- Thorough knowledge of the current medical training environment
- Knowledge of GMC (previously PMETB) principles, practices and guidance;

### **Desirable qualifications and experience**

- Experience of the administration/management of training, for example as a Training Programme Director or Chairman of a Regional Specialty Training Committee;
- Involvement in the process leading up to the recognition of Vascular Surgery as an independent specialty.

### **Essential skills and abilities**

- Forward looking with the ability to manage change
- Excellent oral and written communication skills
- Excellent presentational skills
- Able to lead a team
- Able to develop consensus across a wide range of key stakeholders
- Excellent interpersonal and management skills

### **Other Requirements**

- Active member of one of the 4 Surgical Colleges of the UK and Ireland
- Active member of the Vascular Society