

APPOINTMENT OF THE TRAINEE REPRESENTATIVE TO THE SPECIALTY ADVISORY COMMITTEE (SAC)

Background to the SAC

The constitution of the SAC is set out in A Manual of Higher Surgical Training in the UK and Ireland – January 2003 (revised August 2007). Membership on the SAC is for a period of usually 2 years and travel expenses to SAC meetings are paid by the Hospital Trust where the representative works.

Job Description

To proactively represent surgeons in training, with the aim of improving the training of surgeons, usually through the appropriate specialty trainees' association.

To include:

1. Attending and participating in regular SAC meetings, between 3-5 per year, which are held at The Royal College of Surgeons of England;
2. Representing the views of specialist/specialty registrars at the meetings of the SAC;
3. Facilitating the flow of information regarding training issues to specialist/specialty registrars from the SAC and from specialist/specialty registrars to SAC/JCST;
4. Being a point of contact for specialist/specialty registrars who experience difficulties in their training rotations and representing these specialist/specialty registrars or raising these difficulties at SAC meetings;
5. Possible co-option onto sub-committees of the SAC if applicable;
6. Where applicable, attending the meetings of the Specialist Association Executive/Council;
7. Assisting with the assessment of current training and assessment processes and contributing ideas for future changes in training;
8. Passing on relevant information to replacement trainee representative;
9. Developing links between the SAC (particularly the Chairman) and the Trainee Association
10. Attending the annual meeting of SAC trainee representatives

Person Specification

Attribute or Skill	Essential	Desirable
Specialist Expertise in Training	In depth knowledge of the Calman and MMC training systems	To have passed the Intercollegiate Specialty Board Examination Year 4-6 SpR/StR so have built up necessary experience
Appropriate Attitude	Leadership qualities. Ability to work well in a team. Evidence of commitment and initiative. To be open, approachable and diplomatic whilst retaining trainee confidentiality	Successful participant of committees. Management expertise A track record of achievement
Education Expertise	Commitment to improving further training in this area as required.	
Personal skills	Excellent written and oral communication skills and interpersonal skills IT literate, including email skills Motivational skills – for motivating trainees to express an opinion Proactive wherever they see a place to contribute to the improvement of training, either generally or specifically	Time management skills Training the Trainers Course

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