

## **Job Description**

### **Title**

Deputy Regional Advisor

### **Definition of appointment**

The Deputy Regional Advisor will have a complementary role to that of the Regional Advisor and will act on their behalf in their absence.

A Deputy Regional Advisor is not necessarily expected to become a Regional Advisor in due course.

### **Contact with the College**

Two meetings are held each year at the College, Chaired by the President, to which all Regional and Deputy Regional Advisors are invited.

### **Method of appointment**

The Chair of the Division is responsible for recommending the appointment of Regional Advisor and Deputy Regional Advisor; final approval is given by the Education, Training and Standards Committee. The Chair is expected to make the process known and to provide an opportunity for candidates to apply.

A selection interview will take place and prior to this the Chair of the Division will consult the following people:

- Executive Committee of the Division
- Local Postgraduate Dean
- Director of Public Health
- Head(s) of local University Department(s)
- Chair of the Regional Postgraduate Committee
- Outgoing post holder

### **Term of office**

Five years. This period may be extended only in exceptional circumstances. Deputy Regional Advisors should vacate their position on retirement from the NHS.

## **Duties**

- Please see Job Description for Regional Advisors. Deputy Regional Advisors are expected to work closely with Regional Advisors, and deputise as required.
- Deputy Regional Advisors have a special responsibility for gathering and collating information about workforce issues, including acting as Returning Officer for the College's annual Census of psychiatric staffing.