

**CHOOSE PSYCHIATRY IN SCOTLAND COMMITTEE VICE CHAIR**

**ROLE DESCRIPTION**

**ROLE TITLE:** Choose Psychiatry in Scotland Committee Vice Chair

**TERM OF OFFICE:** Five years

**RESPONSIBLE TO:** The Devolved Council of the RCPsych in Scotland

**WORKING WITH:** Choose Psychiatry in Scotland Committee Chair, Officers and Staff

**ELECTED/APPOINTED:** Appointed

**TIME COMMITMENT:** Approximately1 day a month (0.5 PAs a week)

**NATURE OF ROLE:** Voluntary

**ROLE PURPOSE**

The Vice-Chair’s role is to support the Chair – and deputise when required - in leading a regular gathering of highly experienced and knowledgeable psychiatrists who have daily experience of training, workforce, recruitment, retention and wellbeing matters in Scotland.

**KEY RESPONSIBILITIES**

Supporting the work of the committee, which includes the following:

* Leading on specific workstreams within the committee’s remit, as agreed between the Chair, Vice-Chair and RCPsychiS Manager
* Liaising with the UK Choose Psychiatry Committee, the UK Education and Training
* Committee and the UK Workforce Committee.
* Co-ordinating and delivering the Royal College of Psychiatrists in Scotland’s Recruitment
* Strategy (Choose Psychiatry in Scotland) to increase recruitment into psychiatry across
* all grades.
* Promoting and encouraging the retention agenda including core trainee continuation
* into higher training, retention of career grade doctors and working retired psychiatrists.
* Reviewing, analyzing and reporting on workforce issues in psychiatry, including numbers
* of careers grade doctors, vacancies and future projections.
* Co-ordinating and delivering the Royal College of Psychiatrists in Scotland’s Wellbeing
* Strategy, based on the UK College wellbeing strategy.
* Oversight of events, conferences and training activities, to ensure appropriate standards
* and aligned to strategic objectives.
* Approving the educational content of new prizes and bursary applications.

**PERSON SPECIFICATION**

The post holder should:

* Be a dynamic communicator, with excellent presentation skills;
* Be a good listener and able to give advice and support effectively;
* Be able to cultivate and maintain engagement with a range of stakeholders;
* Be willing to learn and proactively seek out information and resources to supplement their knowledge

**THE COLLEGE VALUES**

**Courage**

* + Champion the specialty of psychiatry and its benefits to patients
	+ Take every opportunity to promote and influence the mental health agenda
	+ Take pride in our organisation and demonstrate self‐belief
	+ Promote parity of esteem
	+ Uphold the dignity of those affected by mental illness, intellectual disabilities and developmental disorders.

**Innovation**

* + Embrace innovation and improve ways to deliver services
	+ Challenge ourselves and be open to new ideas
	+ Seek out and lead on new, evidence‐based, ways of working
	+ Have the confidence to take considered risks
	+ Embrace the methodology of Quality Improvement to improve mental health services and the work of the College.

**Respect**

* + Promote diversity and challenge inequalities
	+ Behave respectfully – and with courtesy – towards everyone
	+ Challenge bullying and inappropriate behaviour
	+ Value everyone’s input and ideas equally
	+ Consider how own behaviour might affect others
	+ Respect the environment and promote sustainability.

**Collaboration**

* + Work together as One College – incorporating all members, employees, patients and carers
	+ Work professionally and constructively with partner organisations
	+ Consult all relevant audiences to achieve effective outcomes for the College
	+ Work together with patients and carers as equal partners
	+ Be transparent, wherever possible and appropriate.

**Learning**

* + Learn from all experiences
	+ Share our learning and empower others to do the same
	+ Value and encourage personal feedback
	+ Use feedback to make continuous improvements
	+ Create an enabling environment where everyone is listened to, regardless of seniority
	+ Positively embrace new ways of working.

**Excellence**

* + Deliver outstanding service to members, patients, carers and other stakeholders
	+ Promote excellent membership and employee experience
	+ Always seek to improve on own performance
	+ Promote professionalism by acting with integrity and behaving responsibly
	+ Demonstrate accountability in all that we do
	+ Uphold the College’s ‘Core Values for Psychiatrists’.

September 2021