

**DEPUTY TRAINEE LEAD –**

**SOUTH WEST CHOOSE PSYCHIATRY SEVERN/PENINSULA NETWORK**

**JOB DESCRIPTION**

**JOB TITLE:** Deputy Trainee Lead - South West Choose Psychiatry Severn/Peninsula Network

**TERM OF OFFICE:** 1 year

**RESPONSIBLE TO:** South West Division Choose Psychiatry Co-Lead for Severn/Peninsula Network

**WORKING WITH:** Division staff, South West Choose Psychiatry Co-Leads and Trainee Leads, Executive Committee members, Associate Dean for Recruitment; Training and Workforce Unit staff, Division PTC Representatives, event leads, network supporters and various other contributors

**STATUS:** Voluntary member of South West Division Choose Psychiatry network

**TIME COMMITMENT:** 0.5 days per month (flexible)

**JOB PURPOSE:**

The Deputy Trainee Lead will have a complementary role to that of the Trainee Lead and will act on their behalf in their absence. The Trainee Lead and Deputy Trainee Lead should work closely together and the division of responsibilities between them is a matter for their discretion. The Deputy Trainee Lead will support the South West Division’s recruitment strategy in promoting activities aimed at improving recruitment to core training, higher training and the consultant workforce in psychiatry. These activities reflect the overall College Recruitment Strategy overseen by the Associate Dean for Recruitment.

**KEY RESPONSIBILITIES:**

1. To attend the local Choose Psychiatry Network meetings - three per year in Peninsula and two per year in Severn.
2. To ensure local PsychSoc(s) have a trainee mentor, or carry out this role yourself, plus check PsychSoc events are supported by psychiatrists.
3. To oversee Taster Days and collaborate with the trainee running the scheme.
4. To organise and host the local, annual Foundation Spring/Autumn School of Psychiatry.
5. To organise and host or provide input into the local, annual Summer School of Psychiatry for Sixth Formers.
6. To attend or find volunteers to attend career events in the local area.
7. To keep up with Choose Psychiatry-related projects of trainees, eg. Balint Groups in medical school, and inform network and national committee meetings.
8. To carry out evaluation of project outcomes and contribute to progress reports, newsletters and College annual reports.

Emphasis on various areas of the role will vary between Severn and Peninsula as systems differ, but trainee needs an overview of all these areas.

**PERSON SPECIFICATION:**

**Essential**

Have an interest in promoting psychiatry as a career in innovative ways to improve recruitment to core training, higher training and the consultant workforce in psychiatry.

**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’.