

Job description

Job title:	Vice chair of the Psychopharmacology Committee
Term of office:	4 years
Responsible to:	Committee Chair
Working with:	Committee members, College staff, College officers and other College committees.
Elected/appointed:	Appointed
Scope:	UK-wide
Time commitment:	½ day per week (flexible)
Salary:	Unpaid

Job purpose

The role of the Psychopharmacology Committee is to ensure that College guidance and policy in the field of psychopharmacology remains up to date and reflects best practice. It provides a focus of expertise about psychopharmacology in the College. The primary purpose of the role is to support the committee chair to coordinate the work of the committee.

Key responsibilities

1. To uphold and promote the College values of Courage, Innovation, Respect, Collaboration, Learning and Excellence as detailed below.
2. In partnership with the chair and other committee members, the vice chair will lead the work of the College in key areas relating to psychopharmacology in particular by:
 - Attending meetings of the Psychopharmacology Committee, which may be held 3 times per year at the College or elsewhere or online.
 - Deputising for the chair in meetings where necessary.
 - Liaising as required with College officers and College office holders, including Faculties, to take forward the work of the committee.

- Working closely with the strategic communications directorate to lead on policy development, guideline creation and consultation responses in matters relating to psychopharmacology.
- Advising on psychopharmacology sessions at the College's International meeting.
- Overseeing the content of the committee webpage, incorporating items of potential interest to the College membership.
- Overseeing the processes associated with the annual Robert Kerwin prize.
- Overseeing the content of the NHSE&I resource; the Lithium Passport.
- Working with the Centre for Advanced Learning and Conferences to assist in the delivery of training courses and conferences in the field of Psychopharmacology.
- Identifying experts in the field of psychopharmacology to advise and deal with media enquiries.

Person specification

Essential

The post holder will:

- be a current Fellow, Member or Specialist Associate of the College in good standing for CPD.
- have experience of working in the field of psychopharmacology practice or research.
- have a keen interest in professional standards (including professional ethics and confidentiality), professional accountability, appraisal and reflective practice, inter-professional relationships, core standards and revalidation and in psychopharmacology as applied to clinical practice.
- have capacity to attend meetings regularly.

Desirable

The post holder will:

- have held a substantive consultant post or equivalent for at least five years.
- be a good written and verbal communicator, ideally with experience of engaging with a variety of parties (media, patient groups, mental health professionals).
- Have experience of writing guidelines and position statements, and ideally of leading on these.
- Have experience of influencing policy within the College and externally.
- Have experience of professional leadership, ideally at a national level.

Scope

Some member roles have a global or UK-wide remit, whereas others are nation or region specific. If your role has a UK-wide remit, please be aware that health and social care, education and training, local government, some taxation, justice and policing are all devolved powers for Scotland, Wales and Northern Ireland. To reflect this, the RCPsych has Devolved Councils and structures in each nation which lead the College's engagement on these matters, and devolved policy can often vary to meet national requirements.

If you have any questions or need any guidance about the situation in any of the four nations, please speak to your College staff contact.

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'.

INTERNAL COLLEGE CONTACT:
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