ROYAL COLLEGE OF PSYCHIATRISTS

JOB DESCRIPTION

JOB TITLE: Trainees Online (TrOn) Neuroscience Trainee Editor

TERM OF OFFICE: The term of office will be one year, subject to review by the Editor.

RESPONSIBLE TO: TrOn Editor

WORKING WITH: Other members of the TrOn Advisory Board, eLearning team; Trainee Editors are also expected to liaise with other members of the College, including the Psychiatric Trainees’ Committee (PTC).

ELECTED/APPOINTED: Appointed

TIME COMMITMENT: Approximately 1 session per week, excluding attendance at meetings

Background

Trainees Online (TrOn) was launched in 2014 with the aim of creating a CPD-style site specifically for trainees preparing for the MRCPsych exams. The currently commissioned modules aim to cover all aspects of the syllabus in terms of ‘basic sciences’ (approximately 65 modules) and have to be approved by an exam panel member before publication.

Purpose of role

TrOn modules have already been published for the majority of the Basic Sciences syllabus, with other modules being prepared for publication.

The Neuroscience Trainee Editor is required to assist with the systematic revision and improvement of published modules in line with developments to the neuroscience curriculum, as well as the continued development and commissioning of new modules. They will continue to improve the effectiveness of TrOn as a learning tool.

Strong team-working and communication skills are essential to the work, as is the ability to finish tasks within deadlines.

Key responsibilities

The role will involve:

- Identifying suitable authors by assessing applications from higher trainees interested in writing commissioned modules.
- Liaising with commissioned authors to support module production ensuring that the modules are educationally valuable, accessible to and meet the needs of trainees preparing for MRCPsych examinations. This includes providing written and verbal feedback.
- Contributing to modules including co-authoring modules if required and authoring sections of modules which require updating.
- Systematically improving published materials, including utilising user feedback and responding to curricular changes to ensure modules are relevant and effective.
• Supporting publicity of TrOn, including at events such as MRCPsych course Leaders meetings, International Congress, and through online media/written communications.
• Advising on the future development and sustainability of TrOn.

The TrOn Neuroscience Trainee Editor will attend meetings of the TrOn Advisory Board, which will be scheduled as needed (about three times p.a. with occasional additional meetings as required). The TrOn Advisory Board is a Subcommittee of the CPD Online (CPDO) Advisory Board. Attendance at meetings in person is preferred but it will be possible to participate in some meetings by telephone or video link.

General Information

Nature of role

This is a voluntary position for core or higher trainees; there is no remuneration related to the post.

It is not essential for the post holder to have passed the MRCPsych examination so long as they are able to demonstrate a sound knowledge of, and an interest in modern neuroscience, preferably gained from study or research outside of that undertaken in Core Training.

Travel and subsistence

All travel and subsistence expenses will be reimbursed in accordance with College policy. No other remuneration is available for this post.

Good standing

The TrOn Neuroscience Trainee Editor must be, and must remain, in good standing with the College.

If a complaint is made against a holder of an elected or appointed office under the College’s Disciplinary and Complaints Procedure and that complaint is upheld, he or she may be subject to the courses of action set out in the Procedure. Such courses of action may include, but are not limited to, removal from College office, or offices.

General

The Advisory Board member must undertake all duties in line with the College’s values, policies, procedures and regulations ensuring that the work undertaken is in accordance with equality and diversity. Further details on the College’s values are included in the Strategic Plan 2019-20.

August 2019