JOB TITLE: Associate Dean: Trainee Support
TERM OF OFFICE: 5 years from July 2020 to June 2025
RESPONSIBLE TO: Dean
WORKING WITH: Director of Professional Standards, Training & Workforce Unit & Examination Unit
ELECTED/APPOINTED: Appointed
TIME COMMITMENT: An average of 1 PA per week

JOB PURPOSE

To be responsible for overseeing and advising on the College’s work to support International Medical Graduates (IMGs).

To help establish a sustainable system to support for all IMG Trainees by
a) Raising awareness of the IMG issues across the training system at all levels including educational supervisors, clinical supervisors, TPDs and Heads of Schools of Psychiatry.
b) Connecting to LETBs to ensure creation of a system that enables early identification and remedial processes for IMG Trainees in difficulty.

To establish a holistic induction process for all new IMG Trainees with support from Diaspora Organisations both centrally and through the regional outposts.

To represent IMGs and the Trainee Support Group at key internal and external committees, including but not exhaustively the RCPsych Education & Training Committee, Heads of Schools of Psychiatry Committee, the Examinations Sub-Committee and Academy meetings as required by the Dean.

To engage and inspire key stakeholders including IMGs, the Heads of School, the Examinations Board, the Psychiatric Trainees’ Committee and the Education & Training Committee.
KEY RESPONSIBILITIES

Chair the Trainee Support Group and take responsibility for ensuring the committee complies with its Terms of Reference.

Lead in providing advice and represent the College on matters related to IMGs at the Academy of Medical Royal Colleges and other external organisations.

Main duties include:

- To chair the Trainee Support Group (three meetings per year) and maintain momentum in between to ensure workstreams progress in a timely and effective way.

- Attendance at Education and Training Committee (three meetings a year).

- To identify areas of excellent practice in IMG training and assessment.

- To work to establish the College as a leader of good practice in supporting IMGs.

- To ensure that training initiatives from the College are inclusive and support IMGs.

- To work with key stakeholders (GMC, HEE, LETBs) to ensure that structures for supporting IMG training and assessment become well-established.

- To ensure that IMGs have a comprehensive induction not just into the NHS but also to Psychiatry and to British living/working.

- To ensure trainers/supervisors have access to help them identify/manage IMG issues early (helping trainers negotiate cultural difference).

- To ensure IMGs have access to “early identification/early remediation” of problems.

- To ensure IMGs have access to feedback mechanisms in clinical placements (particularly focusing on patient-centred care and including direct feedback from patients and video feedback).

- To represent the College when requested at relevant Committees at the Department of Health, Academy of Medical Royal Colleges (AoMRC), GMC and other external organisations and internal meetings as required by the Dean.

- Work closely with RCPsych Specialty Training Manager, Head of Training & Workforce, the Examinations Team and Director for Professional Standards.
THE ROYAL COLLEGE OF PSYCHIATRISTS
ASSOCIATE DEAN JOB DESCRIPTION

PERSON SPECIFICATION
The successful candidate will demonstrate

- Demonstrate detailed knowledge of relevant GMC standards, including ‘Promoting Excellence: standards for medical education and training’ and current developments.
- Wide experience of working with and developing initiatives for IMGs.
- Proven leadership experience in Educational roles at a national or regional level.
- Have a demonstrated ability to work in complex systems with colleagues at a high level in the Royal College of Psychiatrists and other Medical Royal Colleges and organisations.
- Have good written and verbal communication skills.
- Be able to develop materials to support the programme of work e.g. narrative papers, teaching materials.
- Be an effective teacher & leader.

Desirable Criteria

- It would be desirable but not essential for a candidate to possess a recognised postgraduate qualification in medical education to Diploma or Masters level.
- A record of publications/presentations in medical education.

March 2020