

Vacancy: Trainee representatives on the Specialty Certificate Examinations Steering Group

The Federation of Royal Colleges of Physicians of the UK and the Specialist Societies who support delivery of the 12 Specialty Certificate Examinations are seeking to appoint new trainee representatives to the Specialty Certificate Examinations Steering Group. MRCP(UK) regards trainee involvement in the management and organisation of its examinations as essential. Successful applicants will become full members of boards, and actively participate in their work and projects.

The successful applicants will: assist the Chair in promoting the viewpoint of the trainee in the development of strategy and policy of the Specialty Certificate Examinations; act on the advice of the MRCP(UK) management board, examining boards and SCE steering group on policy and academic matters relating to the examinations; support the members of the steering group and SCE examining boards in delivering the Specialty Certificate Examinations and meeting the requirements set by the regulatory body, the General Medical Council (GMC); support the MRCP(UK) central office and the college examination departments in the delivery of the Specialty Certificate Examinations.

A full list of the post's responsibilities is set out in: *The Responsibilities and Duties of the Trainee representative as a member of SCE Steering Group*. In addition a copy of the remit and responsibilities of the examining board can be found on the [MRCP\(UK\) website](#).

Applicants should meet the following criteria to be eligible to apply:

- Hold MRCP(UK) and be a member of one of the three Colleges
- Be registered with a licence to practise and in good standing with the General Medical Council
- Be up-to-date with relevant national guidelines, the requirements of their training programme, and their employer's equality and diversity training and appraisal process
- Be able to attend the meetings (1 half-day Board meeting p.a.)
- In addition, applicants for the post should be a trainee in one of the twelve specialties in which the examinations are run.

This is a non-salaried position though applicants should note all reasonable expenses and travel costs will be met by MRCP(UK) Central Office in line with the Federation expenses policy.

Trainee representatives will be appointed for a period of three years, and post-holders will be required to demit once they have completed their training. Attendance at meetings is monitored and members may be asked to step down if they fail to attend regularly.

Applications for the posts, including a CV and one-page covering letter outlining your suitability for the post should be submitted to Ben Gillon (policy.officer@mrcpuk.org) by **11 December 2015**. All applications will be considered by a panel consisting of the Chair and officers of MRCP(UK).

Successful applicants must be able to attend the meeting of the Specialty Certificate Examinations Steering Group on Thursday 28 January 2016 at the Royal College of Physicians of London.