



**Appointed Chair of the Education Committee**

## Role responsibilities

### General

The Chair of the Education Committee reports to and works closely with the VP for Education. The post holder will also work closely with other officers, staff and BCS divisions to ensure synergy and cohesiveness of approach in line with strategic ambitions across the: Digital, Communications and Marketing; Professional and Society Ethics (and Women in Cardiology work stream); and Corporate Development and Finance functions. The post holder is responsible for providing leadership to the Education Committee in support of its remit and purpose and in line with organisational strategy and objectives. The Chair will work with the committee members (elected, co-opted, trainee, lay, and BCS ex-officio members).

### Specific duties

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## Person Specification

Attribute or Skill	Essential	Desirable
Specialist Expertise in Education	<p>Thorough knowledge of the current medical training environment, at both core and specialist levels.</p> <p>Experience at a high level of administration/management of education.</p>	Similar related experience to the role of Chair.
Appropriate skills	<p>Demonstrable leadership qualities.</p> <p>Ability to work well in a team and communicate effectively.</p> <p>Evidence of commitment to the NHS.</p> <p>Effective clear verbal and written communication skills.</p> <p>Good knowledge of the Equality and Diversity principles contained in the Equality Act 2010 and how they apply to medical education.</p> <p>To have completed a formal course in Equality and Diversity.</p>	<p>Successful committee chair.</p> <p>Evidence of the use of initiative.</p> <p>Good IT skills (appropriate use of email, word, spreadsheets, version control etc)</p> <p>To have completed a formal course in Equality and Diversity.</p>
Education Expertise	Demonstrable commitment to the development of specialist training.	<p>Evidence of professional development in education e.g. courses / qualifications.</p> <p>Contribution to developments in organisation / delivery of education.</p>
Clinical Expertise	To be in good standing with employer and GMC.	Achievement and additional contributions to specialty
Specialist Representation	To be a Member of the BCS.	

Roles and responsibilities set out in this document will be reviewed ~~years~~ **3**

