

# Head of Professional Standards (Maternity Cover)

## Faculty of Occupational Medicine of the Royal College of Physicians

The post will be available for up to one year.

£37,500

Whilst being a faculty of the Royal College of Physicians, the Faculty of Occupational Medicine is an independent charity.

It sets the standards for the practice of Occupational Medicine, defines the curriculum for training, supports doctors in training, conducts examinations for entry into the specialty of occupational medicine and is a designated body for the purpose of revalidation. The Faculty is also involved in the development of national policy and good practice guidance for the specialty and for occupational health.

We are looking for an experienced manager to cover a period of maternity cover.

The post holder will be a senior member of the Faculty's small team of eight staff, will report to the Chief Executive and will lead the team responsible for managing all aspects of training, examinations and professional standards. There is a focus on both operational services and policy development and the Head of Professional Standards will therefore need to have sound leadership, administrative and people management skills, as well as excellent abilities in policy development and external representation.

The post holder will be heavily involved with managing the smooth implementation of the new Responsible Officer scheme for revalidation, where doctors are required by the General Medical Council (GMC) to demonstrate that they remain up to date and fit to practise. The post holder will work very closely with the Responsible Officer who will oversee the revalidation recommendations of over 300 doctors, to the GMC over the next three years.

You must operate at senior level; act as a representative for the Faculty and command respect from honorary officers and staff alike. This is a full-time position.

If you would like to discuss the post, please contact the Chief Executive, Nicky Coates on 0203 116 6906.

**Closing date: 9 January 2013 at 9.00am**

**Interviews will be held: 17 January 2013**

**Start date: 21<sup>st</sup> February 2013**

No agencies.