

Deputy Academic Dean

Applications are invited for this honorary role within the Faculty. These should be made on the **application form** and submitted **with a CV**. They should be returned to recruitment@fom.ac.uk by **noon on Monday 10th October 2022**

Please read the following information before you make your application

Role and responsibilities of the Deputy Academic Dean

The Deputy Academic Dean will support the Academic Dean who leads on the strategic aspects of specialty training and assessment in occupational medicine, and in all matters relating to the academic standing and activities of the FOM.

The duties of the Deputy Academic Dean will be to:

- Lead the revision of the criteria for the Peter Taylor Award considering the changes to the occupational medicine training curriculum.
- Act as a FOM representative on the scientific committee for the annual FOM/SOM occupational health conference.
- Act as academic liaison officer between FOM and SOM.
- Deputise for the Academic Dean as required.
- Support the Academic Dean in the following duties as required:
 - Work in partnership with the Examinations and Training Manager and CEO to develop the education and training services offered by the FOM.
 - Develop and maintain good relations with a wide range of external stakeholders, including the Department of Health and Social Care (DHSC), Department for Work and Pensions (DWP), Royal College of Physicians (RCP), General Medical Council (GMC), Academy of Medical Royal Colleges (AoMRC), Faculty of Occupational Medicine in Ireland and the Postgraduate Lead Dean and the National School of Occupational Health.
 - Develop and maintain good working relationships with other academic and partnership institutions to promote teaching and training in occupational medicine, and to encourage research in the field of Occupational Medicine.

- Be an ambassador for the FOM.

Person specification

Applicants for the role of Deputy Academic Dean must:

- Be in good standing (paid all fees and subscriptions due from them to the FOM and complied with the minimum requirements of the FOM's or other appropriate continuing professional development scheme).
- Be on the GMC Specialist Register under Occupational Medicine (or be within 12 months of specialist accreditation).
- Have a strategic overview of academic occupational medicine, in its broadest sense, and a desire to take forward the development of training and assessment in Occupational Medicine and grow the specialty's academic base.
- Have an understanding of the legal and organisational basis for medical training, including guidance from the Department of Health and Social Care, GMC and the General and Specialist Medical Practice (Education, Training and Qualifications) Order 2003.
- Have an understanding of training structures in Occupational Medicine and their relation to national bodies with a stake in training or standards work, particularly the GMC and Health Education England.
- Have excellent knowledge of the role of assessment in medical education and how it is applied within the FOM's assessment processes and examinations and qualifications.
- Have excellent team-working skills.
- Be able to provide leadership to colleagues.
- Have excellent negotiating and influencing skills.
- Understand the importance of business planning techniques.

Desirable:

- Be a Member or Fellow of the FOM.
- Current or past member of FOM Board or relevant FOM Committee.
- Experience as a member of a FOM examination committee.

- Experience as a FOM Regional Specialty Adviser or Deputy.
- Track record in teaching and/or research in Occupational Medicine.

Expenses

The role of Deputy Academic Dean is an honorary one and not remunerated. However, travel and other necessary expenses incurred in travelling to meetings and carrying out the role will be reimbursed in accordance with the Faculty's business travel and expenses policy. The incumbent will be covered by the Faculty's professional indemnity policy for the work involved in this role.

Further information

For an informal discussion about the role, please email: recruitment@fom.ac.uk, who will be able to put you in touch with the current Academic Dean.

To apply

Please e-mail your completed application form and brief CV to recruitment@fom.ac.uk by **noon on Monday 10th October 2022**

Thank you for your interest in this role

Sept 2022