



EMERGENCY MEDICINE TRAINEES' ASSOCIATION

Application to join the Emergency Medicine Trainees' Association (EMTA) QA&I Sub-committee

We are looking for a motivated EM Trainee to join the Emergency Medicine Trainees' Association Committee as EMTA Rep to the QA&I Sub-committee.

Background

The QA&I Sub-committee is a standing committee of the Royal College, it reports to the Quality in Emergency Care (QECC) Committee, via the Co-chair which reports to Council via the Quality Cluster report. The responsibilities of the committee are:

- To develop national quality improvement projects
- To support our members and departments in driving improvement locally
- To deliver materials/resources that support both trainees and trainers
- To support the development of QI expertise and knowledge dissemination across the membership

The QA&I Sub-committee is comprised of 4 MDTs, inclusive of trainees, leading the deliver of each topic. There are 3 live at any one time - Each year focusing on benchmarking and promoting the conditions for change, followed by the promotion of change and lastly sustaining it. The EMTA representative is in an excellent position to represent trainees in the ongoing implementation of the newly developed projects, how these can map to the curriculum and support the consistency of assessment of trainees across SLO11 skills that focuses on leadership skills and work quality, over box-ticking, which is still to often reported by trainees.

Time Commitment

- 1-2 hours per week (averaged)
- 2 in-person meetings per year (One with EMTA, One with the QA&I group) - Typically in London. Hybrid formats are enabled but the experience is much better in person.
- 5 virtual meetings (2 EMTA, 3 QA&I)
- Optional monthly risk meetings - First Wednesday of the Month 1030-1200
- Optional representation on education and curriculum matters with the All Royal College QI Forum
- May occasionally be required to present and raise issues to the Curriculum Subcommittee related to SLO11

- Optional - To join one of the topic teams and support their project delivery

Job Description

The QA&I Sub-committee meetings take place 4 times a year, usually via video conferencing but one face-to-face. Members have a personal responsibility to attend 75% of all meetings. Committee members are expected to read committee reports ahead of meetings and raise any training matters that relate to the delivery of the curriculum.

This role has a strategic focus. Considering how to improve the training experience and consistency of ARCP QI assessment by supporting better College collaboration across subcommittees that influence this space.

As a trainee representative, you will provide insight into the trainee perspective on matters arising, maintain vigilance for policy which may have adverse outcomes to trainees generally or minority trainee sub-groups (e.g. LTFT, dual trained, protected characteristics) and advocate for changes which can improve the quality and equitability of training delivery in the UK. Primarily you should be able to give input from trainees collectively and then from your own perspective. The candidate would also be expected to summarise discussions and communicate to the EMTA Committee, regional representatives and a wider cohort of trainees.

The successful applicant would hold additional responsibilities within EMTA including attendance at three EMTA committee meetings per year and to offer assistance in other matters pertaining to EMTA activity, such as the annual conference, and trainee representation. The successful applicants would be expected to contribute the EMJ supplement on an issue relevant to their representative role if relevant. There is at least one meeting in person and others via Zoom. The next virtual meetings are in November 2024 and Jan/Feb 2025, with face-to-face meeting in June/July 2025.

The candidate would be expected to abide by the EMTA and RCEM Codes of Conduct, including the requirement to maintain regular communication with the EMTA Committee and be responsive to requests and feedback. Additional roles and responsibilities to best utilise areas of the applicant's interest will be discussed on an individual basis with successful applicants.

The work commitment would be expected to average out to approximately 1-2 hours per week. As per RCEM Guidance, departments would be expected to support formal commitments via Professional Leave. The post is honorary. Reasonable expenses for travel and subsistence will be payable in accordance with College policy.

Person Specification

- The applicant must be an Emergency Medicine Trainee currently holding a Dean's Reference Number (for ACCS-EM trainees) or National Training Number (for run-through or HSTs)
- The applicant may be in training or Out of Programme
- The candidate will need to be able to demonstrate an ability to deliver professionally and enthusiastically in their role, meet deadlines and communicate effectively at all times
- We understand that the role of trainee representation can, at times, be onerous on an already stretched workload. We would request candidates are realistic about their abilities to take on any additional responsibility at present whilst warmly welcoming any of those who feel motivated by improving EM training to join us.
- The current application is for a 24-month term which would be reviewed together with the QA&I Sub-committee Chair with the potential to renew for a further 24 months

Role Specification

- Demonstrable knowledge of QI theory and achievements related to the use of this knowledge.
- Interest in strategy and promoting alignment to objectives
- Appreciation of challenges within education and training that frustrate consistency, such as supervision training, guidance development, assessment methodology and promoting excellence.

Application

Application is by a written personal statement not exceeding 400 words and a CV of no greater than two sides of A4. We would ask candidates to pay particular attention to the requirements, expectations and desirable characteristics expressed within this advert and take an effort to highlight previous or current experience relevant to these. We would please ask candidates to clearly state their grade and expected CCT date and, if known, their career plans over the next 24 months.

Applications to: emta.committee@gmail.com

Closing date: 21st November 2024

Thank you very much in advance for your application,

Kuldeep Kaur

Secretary, Emergency Medicine Trainees' Association (EMTA)