



EMERGENCY MEDICINE TRAINEES' ASSOCIATION

## **Application to join the Emergency Medicine Trainees' Association (EMTA) Prehospital Emergency Medicine Professional Advisory Group (PHEM PAG)**

### **Job Description**

We are looking for a motivated EM Trainee to join the Emergency Medicine Trainees' Association Committee as EMTA Rep to the RCEM Prehospital Emergency Medicine Professional Advisory Group (PHEM PAG).

PHEM PAG reports to the Quality in Emergency Care Committee. The responsibilities of the committee are to:

- Provide advice and support for external guidelines and projects pertaining to EM and PHEM. For example, the group provided input into a UK NHS Ambulance services national document defining which ambulance patients should be alerted to the ED.
- Provide EM trainees with PHEM career advice and support to undertake sub-specialty training, and to ensure that gender and ethnic diversity in applications are supported.
- Ensure PHEM is represented within the RCEM curriculum, training, examinations, college conferences and study days, and RCEM learning modules.
- Provide written guidance for Emergency Departments who want to facilitate better collaborative working with the local ambulance service in quality improvement projects e.g. improving handovers for alerted patients, setting up a paramedic feedback scheme, injury prevention, or improving ambulance turnaround times.
- Promoting a culture of shared educational events and debriefing for EM and pre-hospital staff.

PHEM-PAG meetings are planned to take place quarterly, usually via video conferencing but occasional face-to-face meetings may be required. Members have a personal responsibility to attend 75% of all meetings. Such individuals are expected to take on a stream of work such as preparing documents, gathering information, providing Royal College approved advice to individuals or organisations and to complete activities in a timely fashion.

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 committees 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 applicant must be actively involved in prehospital care as a PHEM subspeciality trainee within a recognised training scheme, or as a non-training grade doctor who is signed off to work independently within an established prehospital care organisation.
- 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 PHEM PAG with the potential to renew for a further 24 months

**Application**

Application is by 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 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](mailto: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)