

Faculty of Surgical Trainers

FACULTY GOVERNANCE GROUP

JOB DESCRIPTION

1. FACULTY GOVERNANCE GROUP

The purpose of the Faculty of Surgical Trainer's (FST) Faculty Governance Group (FGG) is to develop and steer the activities of the Faculty of Surgical Trainers under the guidance of the Surgical Director and Deputy Director. The appointed members will maintain and develop standards and processes for continued expansion of Associateship, Membership and Fellowship of the Faculty. They will also be responsible for overseeing the development and maintenance of educational products for use by the Faculty.

2. PERSON SPECIFICATION

Members of FST are invited to apply to become a representative from each membership level: Fellow, Member and Associate. Applicants are to be:

- a. In good standing with the FST and the College;
- b. Actively practicing surgery in their health service (or local equivalent);
- c. Demonstrably involved in training; and
- d. Approachable, communicative and un-biased.

Fellowship Representative

- A Fellow of FST;
- A fully trained surgeon;

Membership Representative

- A Member of FST;
- At the level of ST3 and above;

Associateship Representative

- An Associate of FST;
- At the level of ST3 and above;

3. APPLICATION TO BECOME A MEMBER OF THE FACULTY GOVERNANCE GROUP

The following documentation must be submitted to the Faculty Governance Group:

- a. A full and up-to-date curriculum vitae;
- b. A letter of support from a local consultant colleague who is a Fellow of the College; and
- c. A letter of support from employer.

4. SELECTION PROCEDURE

The appointment of the FST FGG will be made in the United Kingdom.

Applications will be assessed by members of FGG to determine the best candidates.

The names of the appointed Faculty of Surgical Trainer's Faculty Governance Group members will be published by The Royal College of Surgeons of Edinburgh on the College's website and in appropriate documents.

5. DURATION OF APPOINTMENT

Associate, Member and Fellow representative members will be selected from within the faculty's membership and be appointed for a period of three years. It will be expected that each member shall attend a minimum of two (of four) FGG meetings a year. These roles are expected to equate to at least eight days commitment a year (i.e. four FGG meetings and four days of other faculty related activities).

6. TERMINATION OF APPOINTMENT

The representatives may resign by giving two months' notice in writing to the Surgical Director of FST. The Surgical Director of FST will in turn give the Member two months' notice where circumstances prevent the continuance of the post and the reasons for termination will also be given clearly in writing. A member who does not meet the satisfactory standards of the Faculty Governance Group will be asked to leave.

7. DUTIES OF THE FACULTY OF GOVERNANCE GROUP MEMBER

- a. Assist in setting the strategic direction of the Faculty of Surgical Trainers and in driving forward its activities;
- b. Organise and support local training events and encourage local support for national training and career development events;
- c. Attend and assist in organising the annual Faculty of Surgical Trainers meeting;
- d. Attend a minimum of two (out of four) FGG meetings a year;
- e. Encourage innovation, research and improvement in surgical training.
- f. Assist with scoring FST applications.

8. IF APPOINTED

If appointed, the representative member should:

- a. Be available for eight days of other FST activity. This may include: representing FST at other meetings, presenting about FST, developing FST educational products, etc.;
- b. Attend at least two (of the four) FGG meetings a year.