

Vacancy: Communications Advisor as a member of the MRCP(UK) Scenario Editorial Committee

The Federation of Royal Colleges of Physicians are seeking to appoint a new Communications Advisor as a member of the MRCP(UK) Scenario Editorial Committee.

The successful applicant will be responsible to the Chair of the MRCP(UK) Scenario Editorial Committee and will: contribute to the academic objectives by advising the Chair on Communications matters relating to the use of scenarios, simulated patients and the assessment of communication skills in the MRCP(UK) Part 2 Clinical Examination; take an independent overview and bring an external, non-clinical viewpoint to quality assurance and the development of the policies and processes in the MRCP(UK) clinical examination; support the officers of MRCP(UK) in delivering the examinations and meeting the requirements set by the regulatory body the General Medical Council, and support the MRCP(UK) central office and the examination departments on the delivery of the examinations, including reviewing documents and providing specific advice on communication issues.

A full list of the post's responsibilities is set out in: The Responsibilities and Duties of the Communications Advisor as a member of the MRCP(UK) Scenario Editorial Committee, which can be found on the [MRCPUK Website](#).

Desirable skills and experience include:

- **Experience in a communications consultant or advisory role**
- **Experience of participating in board or committee meetings**
- **Understanding of organisational governance**
- **Ability to think strategically**
- **Good independent judgement**
- **Ability to digest and analyse papers and some statistical data**

This is a non-salaried position though all reasonable expenses and travel costs will be met by MRCP(UK) Central Office in line with the Federation expenses policy. The tenure of appointment is five years, subject to regular attendance at full day meetings held three times per year in London, Edinburgh and Glasgow.

Applications for the post should be submitted to Rachel Stephenson (policy.officer@mrcpuk.org) by **Monday 30 July**. This should include a current CV, including relevant experience and interests, with specific emphasis on Communications work.

All applications will be considered by the MRCP(UK) Scenario Editorial Committee Chair in liaison with the Associate Medical Director for Clinical Examinations.

Successful applicants will be strongly encouraged to attend the meeting on **Friday 5 October 2018** at the Royal College of Physicians of Edinburgh to observe. They would then formally take up their positions on **Friday 8 February 2019** at the Royal College of Physicians, London.