

Royal College of General Practitioners (Scotland)
25 Queen Street, Edinburgh EH2 1JX

Remote & Rural Lead on Membership Liaison Group

Role, Remit and Key Tasks

Purpose:

To act as the RCGP Scotland lead for remote & rural affairs as part of the Membership Liaison Group to inform the work of the College in Scotland in relation to remote & rural activities through the development and facilitation of relevant programmes of work.

Tasks:

1. Attend meetings of the RCGP Scotland Membership Liaison Group (MLG) as Remote & Rural lead; and attend meetings of RCGP Scotland's Executive Board as required upon invitation by the Chair of RCGP Scotland (it is expected that this would be one meeting per annum).
2. Provide advice in developing relevant areas of work in relation to remote & rural activities, in support of delivery of the RCGP Scotland Operational Plan.
3. Seek opportunities for funding of appropriate programmes/projects between RCGP Scotland and other relevant organisations, to support delivery of the agreed task as part of the RCGP Scotland Operational Plan.
4. Establish links with the RCGP Rural Forum, and other relevant remote & rural groups, in order to keep MLG up to date on key activities, and to share opportunities for development and collaborative programmes/projects.
5. Bring any items of concern, issues requiring guidance, and ideas to be shared and developed in relation to the remote & rural portfolio, to the Chair of MLG, Chair of RCGP Scotland and RCGP Scotland Manager, for discussion at MLG and Executive Board, as appropriate.
6. Take forward agreed actions within the remit and provide update reports as required and within agreed timescales for MLG, Executive Board and RCGP Scottish Council.
7. Be available to provide advice to RCGP Scotland on remote & rural matters including guidance in relation to recruitment and retention issues.
8. Act as a representative or provide comment in relation to area of expertise as required.

Essential Attributes:

Member or Fellow of RCGP in good standing.

Significant experience in General Practice in a remote or rural area.

Strong leadership skills and experience.

Data gathering, report writing and data analysis skills.

Excellent knowledge of GP and primary care education.

Excellent networking and relationship building skills.

Excellent communication and presentation skills.

Background knowledge of current healthcare structures in remote and rural Scotland.

Knowledge of issues relating to workforce recruitment and retention on remote and rural Scotland.

Desirable Attributes:

Experience of effective partnership working between organisations.

Ability to innovate and manage change within and across organisations.

Accountable to:

Chairman of RCGP Scotland

Tenure/Commitment:

Three years.

Attend meetings of Membership Liaison Group (three per year) and any other meetings deemed necessary by the Scottish Council. Videoconferencing facilities are available on request.

Communication will take place predominantly via email and regular email contact will be required.

Expenses:

Locum, travel and subsistence expenses are available in accordance with the RCGP Travel, Subsistence and Expenses Policy.

If you would like to apply for this post, please send a CV and covering letter explaining your suitability for the role to euan.bailey@rcgp.org.uk. Applications should be submitted by **11 December 2015**

It is envisaged that interviews for this role will take place on 13 January 2016.