

## Royal College of Anaesthetists Quality Improvement Lead

Applications are invited for the unremunerated voluntary position of Quality Improvement Lead. The post is for an initial term of 3 years, extended if appropriate for a further 3 years.

### Application process

**Closing date: 5pm Friday 24<sup>th</sup> November 2023**

**Interview Date: December 2023 TBC**

Please read the below role description and person specification. If you believe that you are the right person for this role, please submit an abbreviated focused CV (maximum 2 pages) and a statement (up to 650 words) which addresses the job description and person specification. At the beginning of your statement please state your name, College Reference Number and current membership category at the College.

Please send your CV and statement to Carly Melbourne at [qualityimprovement@rcoa.ac.uk](mailto:qualityimprovement@rcoa.ac.uk) **by 5pm on Friday 24<sup>th</sup> November 2023.**

The incoming chair will take the post up on 4 January 2024, but as part of succession planning there will be a handover period with the current QI Lead until March 2024.

## Role Description and Person Specification

<b>Job Title:</b>	Quality Improvement Lead
<b>Directorate:</b>	Clinical Quality & Research
<b>Responsible to:</b>	Director of Centre for Research and Improvement (CR&I)
<b>Key relationships:</b>	RCoA President; Deputy Directors of CR&I, RCoA Director of Clinical Quality and Research; RCoA Clinical Quality and Research Board Chair; Head of Clinical Quality; RCoA Anaesthesia Clinical Services Accreditation (ACSA) RCoA Clinical Quality and Research Team

### General Duties and Responsibilities

- To act as the College's Quality Improvement (QI) Lead, leading on the College strategy for QI in anaesthesia and perioperative care.
- To chair the Quality Improvement Working Group (QIWG), overseeing and directing the strategic direction of QI in the College.

### Specific Duties and Responsibilities

- Facilitate the effective coordination of QI activities across all directorates within the College.
- Chair the QIWG and successful implementation of the workplan.
- Approve the minutes of QIWG meetings and provide verbal or written updates of the group's work to the RCoA CR&I Board.



- Work with the Education and Professional Development team to ensure that there are suitable QI training and development opportunities for members, for instance within the curriculum.
- Join the editorial team for QI compendium.
- Oversee the work programme and development of the CR&I QI Fellow.
- Maintain regular contact with the QIWG Deputy-Chair and CR&I Director and Deputy Director.
- Maintain regular contact with the Associate Director of the Clinical Quality & Research (CQ&R) and CQ&R team, including attending meetings with the team and assisting with enquiries where necessary.
- Support College staff with QI related enquiries received from members and external bodies.
- Lead the progression of the College's Quality Network.
- Maintain the College's QI strategy, monitoring progress against the objectives set out.
- Report into the CR&I operational plan.
- Represent the College at external QI related meetings and events as required.
- Assist with content for the Quality Network newsletter and other QI related communications.

### **Remuneration**

There is no remuneration for this role. All reasonable and approved travel expenses associated with this role will be covered by the College.

### **Period of Commencement and Operation**

The postholder will commence duties on 4 January 2024, and there will be a handover period with the current QI Lead until March 2024. The postholder will be appointed for a period of three years, subject to an annual performance review. There is a maximum of two terms.



**Person Specification:**

<b>Educational Requirements</b>
FRCA or equivalent
<b>Professional/Technical and Occupational Training</b>
In good standing with the RCoA
In good standing with the GMC, with a current licence to practise
<b>Experience</b>
Holder of a post in Anaesthesia or dual ICM/Anaesthesia or equivalent, and able to demonstrate credibility with employer
Able to demonstrate ability to meet time commitments required for this post
Experience of chairing a working group or committee in a relevant setting
Hands on experience of leading on quality/safety change processes relating to improvement or innovation
Evidence of working collaboratively and influencing people from a wide range of professional backgrounds (including clinicians and patients) and being effective across organisational boundaries
Track record of delivering projects to time, cost and quality
<b>Desirable:</b>
Quality Improvement or relevant leadership qualification
Experience of service redesign, change management, service improvement and modernisation techniques
Experience of network participation or development
<b>Skills and Knowledge</b>
Broad understanding of the national context for anaesthetic service delivery
In depth knowledge of patient safety and quality improvement
Knowledge of and experience in using a range of change and improvement models
An understanding of the anaesthetic curriculum requirements in patient safety and QI
Broad understanding of the work of the RCoA across all directorates
Practical strategic planning ability.
An understanding of Sustainability in Quality Improvement (SusQI)
<b>Personal Attributes</b>
Strong leadership, organisational and people management skills
Excellent oral and written communication skills
Willingness to be the champion for QI in the College
Good interpersonal skills in dealing with anaesthetists, other healthcare workers, College staff and patient representatives
Commitment to the development of the QI in a manner consistent with the <a href="#">College's strategy</a> and values and within the confines of the RCoA's governance and financial structure



<b>Organisational Commitment</b>
Must have support of employing Trust, Healthcare Board or University