

Information for Applicants - UKMED advisory Board Chair

What is UKMED

1. The UK Medical Education Database (UKMED) provides a platform for collating data on the performance of UK medical students and trainee doctors across their education and future career. It is the first time that undergraduate and postgraduate data has been brought together in this way.
2. By linking information such as assessment results, UKMED aims to highlight the paths of doctors through school, university, and their career. This creates a unique environment in which new research can be undertaken in a broad range of areas to inform the development of medical education and assessment. To get a sense of the research that can be undertaken through UKMED, overviews of research applications accepted during the first five years of the project can be found on the [Research](#) page.
3. UKMED is a joint project run in conjunction with the General Medical Council and the Medical Schools Council. Full details are provided on the UKMED website here - <https://www.ukmed.ac.uk/> , including governance arrangements which are detailed here- <https://www.ukmed.ac.uk/governance>.

The UKMED board and the purpose of this role

4. The role provides an opportunity for a skilled chairperson to lead discussions from a variety of stakeholders to support the work of UKMED board. The Board members bring a variety of specialist knowledge and expertise to discussions about the development and use of the database.
5. The UKMED board is concerned with ensuring that medical education research can be undertaken through use of the data collected across the continuum of medical education and training. The board has representatives from the organisations that contribute data to UKMED projects.

Skills and experience

6. UKMED is seeking someone:
- a) With demonstrable skill at chairing a multi-stakeholder meeting
 - b) Who is an active listener
 - c) Who is appropriately assertive and diplomatic and can lead the board to clear and actionable recommendations.
 - d) Who is adaptable
 - e) Who can demonstrate integrity and emotional intelligence.
 - f) Who has an understanding of the aims of UKMED
 - g) Who has an understanding of the trainee pathway from application to medical school to working as a GP or consultant.

Are there any other criteria for the appointment?

7. The board is committed to being open and transparent research, applicants must be able to demonstrate the following:
- a) Support of UKMED's intention to continue to publish research and on-line reports which identify organisations that manage medical education and training.
 - b) To demonstrate that they have no conflict of interest with regard to such publications or describe how they would manage such conflicts if have any.
 - c) A willingness to represent the interests of UKMED at national groups such as COPMeD, the MSC and other GMC boards.

Details of the appointment

- 8. You will need to commit a minimum of 2 UKMED meetings a year. This will include additional time agreeing the papers and agenda with UKMED operational staff at the GMC and MSC.
- 9. If the applicant is willing there is the potential to represent UKMED by speaking at conferences to promote its potential.
- 10. You will be eligible to claim travel and subsistence expenses for attendance at the meetings and any conferences attended in your capacity as UKMED chair.
- 11. UKMED is seeking to appoint some for 3 years commencing December 2021.

12. UKMED is committed to being fair and meeting legal responsibilities under the Equality Act 2010. UKMED will not discriminate against anyone on the grounds of a 'protected characteristic' when making appointments.
13. UKMED is fully committed to making the appointment process accessible at all stages for any applicants with a disability or other specific requirements. This may include providing application forms in an alternative format or making adjustments to the interview process.
14. Please contact Olga Sierocinska-King at the MSC (Olga.SierocinskaKing@medschools.ac.uk) if you would like to discuss your requirements in more detail with UKMED operational staff at the MSC and the GMC.

How can I apply?

15. You need to write a letter expressing the reasons for your interest in the role.
16. You must submit this expression of interest and your CV to Olga at the MSC (Olga.SierocinskaKing@medschools.ac.uk) by 5pm on Wednesday 23rd June 2021.

What will happen next?

17. Candidates will be notified of the outcome of the shortlisting stage by 5pm Friday 2nd July.