

Applications invited for the role of Director of Health and Wellbeing

Position Title:	Director of Health and Wellbeing
Department/Function:	Health and Wellbeing Office, Professional Affairs
Tenure of office:	Three year commitment
Location:	Royal College of Physicians of Ireland, Dublin 2
Category:	Fellow of the College
Closing date:	31 January 2019

About the Royal College of Physicians of Ireland

The mission of The Royal College of Physicians of Ireland (RCPI) is to develop and maintain high professional standards in specialist medical practice in order to achieve optimum patient care and to promote health nationally and internationally. Through its Faculties/Institute and Committees, RCPI has responsibility for the postgraduate education and training of doctors in Ireland in twenty-five medical specialties.

Role Overview

The Director of Health and Wellbeing is responsible for overseeing RCPI's new initiative on health and wellbeing of Trainers and Trainees. The Director will liaise closely with the Deans, Chair and NSDs of the Training Bodies with regards to making decisions relating to health and wellbeing of individuals as well as cohorts and cross training groups. This role may change as the initiative is developed further and gaps are identified.

Reporting relationships

The Director of Health and Wellbeing will report to the Dean of Post Graduate Training and Education and will closely engage with the Head of Professional Affairs, the Head of Medical Training and Education and the Manager of the Health and Wellbeing department.

Responsibilities

Standard duties:

- Provide oversight for all complex cases relating to the health and wellbeing of RCPI Trainees
- Identify preventative and promotional initiatives

Governance:

- Committees related duties include developing Terms of Reference and protocols that underpin the work of the Health and Wellbeing office
- Meet regularly (at least every two months) with the Dean of Postgraduate Training to report on health and wellbeing activities and present health and wellbeing strategy to the RCPI executive board as required
- Develop a strategy for Health and Wellbeing in RCPI. Work in close collaboration with the Head of Professional Affairs, Manager of Health and Wellbeing on the development of the overall strategy for Health and Wellbeing to include identification of key objectives, aims and deliverables for the department.
- Review and approve health and wellbeing policies and procedures
- Establish working relationships with Deans, Chair and NSDs of the Training Bodies
- Lead on the establishment of any future committees and developments as required

Stakeholder Engagement:

- Liaise with key internal and external stakeholders such as NSDs, Deans, HSE HR, NDTP, Medical Council
- Provide expert advice and support to Deans, Chairs and NSDs of the College where required
- Act as an advocate on behalf of RCPI to increase awareness to doctors' wellbeing at appropriate platform
- Spokesperson responsibilities

Finance and Business Planning:

- Oversee the financial management of the department
- Lead and direct the annual business planning process for the department, including maintaining an ongoing understanding of the overall College business plan and strategic plan to ensure a collaborative approach on all projects and initiatives
- Delegate and assign leads to manage key projects and initiatives with RCPI Staff as required, relating to Health and Wellbeing

This role may evolve in line with current RCPI's governance review.

Requirements of the appointment

The Director for Health and Wellbeing is an appointed role via competitive interview. Candidates must be:

- Current (or soon to be) Fellows of the Royal College of Physicians of Ireland (FRCPI) and/or its Faculties
- Past or current RCPI Trainer
- Not currently occupying a role of Dean, NSD or other official College roles
- Resident in Ireland
- Registered on the Specialist Division
- In good standing with RCPI
- Previous experience in Health and Wellbeing roles – an advantage but not essential

Tenure of Office

The role of the clinical lead requires a three year commitment of two days per month, subject to change, depending on service demand. This role will commence from February 2019. A daily rate of €500 applies to this role.

Application details

Applicants should submit a cover letter and CV outlining their professional training, together with details of relevant experience.

Applications should be emailed to Hadas Levy, Health and Wellbeing Lead, hadaslevy@rcpi.ie

Informal enquiries can be sent to Hadas Levy at hadaslevy@rcpi.ie

The Royal College of Physicians of Ireland is an equal opportunities employer. It should be noted that this competition may also be used to fill future posts within RCPI.