



Job Description for JAG QA of Training Working Group Chair

Post title:	Chair, JAG QA of Training Working Group
Period of appointment:	Two years, renewable for a further year by agreement
Funding:	0.5 PA initially increasing to 0.75 PA from April 2015 (Reimbursed to NHS employer)

Duties of Post

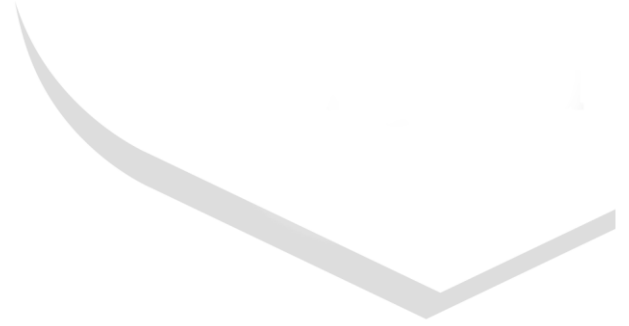
The post holder will be responsible for providing leadership and direction for the QA of Training Working Group in developing policies and themes of work relevant to endoscopy training and the role of the JAG in delivering a quality assurance framework.

Current themes of work include:

- Development and revision of the JETS e-portfolio
- Review and periodic revision of the Training domain of the GRS
- Development of QA process for training courses and training centres
- Trainee portfolio certification
- Supporting development of certification in therapeutic upper GI endoscopy and ERCP; capsule endoscopy and endoscopic ultrasound
- QA of training aspects of formal JAG visits
- Development of guidance concerning CPD of independent endoscopists and support systems for poorly performing endoscopists
- Liaise with other key stake holders with an interest in training including BSG, ACPGBI, AUGIS and Health Education England.

It is expected that the post holder will recruit and maintain membership of their working group to support them in this work, perhaps devolving particular strands of work to individual members of their group with specific expertise. The working group will need to accommodate stakeholder representatives drawn from the specialty SACs, training centres, surgical and medical GI trainees and non-medical endoscopists.

The post holder will work closely with the Chair of the JAG, the Chair of the QA of Units Working Group and with other key personnel to develop and agree the strategic direction of the JAG. The Bowel Cancer Screening Programme Accreditation panel is hosted by the JAG and is accountable through the QA of Training Working Group.



Location of Duties

Much of the post holders' work may be delivered from their own locality using electronic methods of communication.

The main duties requiring physical presence at the RCP in London will be:

- JAG Committee meetings (twice a year) - presentation of working group policies and proposals for approval by senior JAG Committee
- JAG Strategy Day (once a year) - a meeting of key members of the JAG team to develop immediate and medium term strategy and to agree key themes of work for the year ahead
- Chairing of face-to-face Working Group meetings as appropriate (currently twice a year)

Person description

- Practising and highly competent endoscopist
- Thorough knowledge of JAG policies, standards and strategy
- Wide experience of delivering endoscopy training
- Leadership and team-working skills
- Experience of quality assurance processes
- High level of self-awareness and well developed personal values and behaviours
- Presentation skills