

Chair of Joint Advisory Group on GI Endoscopy (JAG) - role outline

Primary responsibilities summary

- To provide leadership, direction and strategy to the JAG taking into account policy and political developments
- To chair the JAG Committee, ensuring that lay people and all relevant professional groups are represented and able to contribute to the development of the JAG
- To oversee the delivery of the aims of JAG as agreed by the JAG Committee, and ensuring that these are compatible with the requirements of patients, constituent bodies, endoscopy services, regulators, commissioners, and provider boards/executives

Job outline

The Chair provides the leadership, direction and strategy for the JAG. The Chair will be expected to maintain and enhance the national and international reputation of the JAG and to ensure its proper governance. The Chair will ensure that patients and all relevant stakeholder bodies and professions are represented on the JAG Committee and are able to contribute to the development of the JAG.

The Chair will be responsible for overseeing the delivery of the aims of JAG as agreed by the JAG Committee, and ensuring that these are compatible with the requirements of patients, constituent bodies, endoscopy services, regulators, commissioners and provider boards/executives. To achieve this, the Chair will need to build good working relationships with stakeholders, including NHS England, Public Health England, Health Education England, NHS Improvement, leaders of the medical and nursing colleges and societies, regulatory bodies and international groups and organisations.

The JAG Chair will provide leadership and guidance to the JAG clinical leads, namely the Chair of the Quality Assurance of Units Working Group, the Chair of the Quality Assurance of Training Working Group, the Chair of the Bowel Cancer Screening Programme Accreditation Panel, the JAG Head Assessor and the JAG Lead Nurse.

The day-to-day management of the JAG is the responsibility of the JAG office team within the Accreditation Unit at the Royal College of Physicians. The Chair will be called upon to provide high quality guidance and advice to the JAG office team on matters as they arise.

Chair of JAG duties

In particular, the Chair will:

- Lead and chair the biannual JAG Committee meeting (which meets in London)
- Provide expert advice and guidance to the JAG and its stakeholders
- Represent the JAG nationally and internationally
- Liaise with, provide reports and be accountable to the Accreditation Unit Clinical Director
- Liaise with the clinical leads of the other accreditation programmes based at the Royal College

of Physicians

- Meet with the JAG office team at least monthly
- Meet with the JAG QA of Units and Training Working Group Chairs on a quarterly basis
- Lead on developments within JAG, in consultation with the JAG Committee
- Chair the annual JAG strategy day
- Align the JAG with the outputs of the Clinical Services Accreditation Alliance
- Actively seek opportunities to promote the JAG internationally with a view to developing business opportunities

Person description

Mandatory

- Demonstrable capability to provide leadership at a national level
- Practising and highly competent endoscopist, preferably with experience in a lead role
- Demonstrable understanding of standards and accreditation
- Understanding of the JAG and its activities
- Sound understanding of both NHS and independent sector endoscopy providers
- Awareness of the wider political context of the NHS, healthcare and issues affecting endoscopy
- Commitment, drive and energy
- Leadership and team-working skills
- Highly organised
- Ability to build alliances and working relationships
- Ability to deal with problems tactfully and constructively, and to negotiate with diplomacy
- Participation in continuing professional development

Terms

The post will be remunerated on a sessional basis, one PA per week, in line with national consultant pay rates.

The length of the appointment will be two years, renewable for a further two years.

Accreditation Unit

Revised May 2016