

Job Description

JOB TITLE:	Division Lead for Workforce
TERM OF OFFICE:	4 years
RESPONSIBLE TO:	Divisional Chairs/Specialist Adviser for Workforce
WORKING WITH:	Division staff; Specialist Adviser for Workforce & members of the Training & Workforce Unit, Professional Standards.
TIME COMMITMENT:	No less than 0.5 PA per month.

OVERVIEW

The Division Lead for Workforce should be a Member of the College who has knowledge and an interest in workforce matters relating to the recruitment and retention of psychiatrists.

JOB PURPOSE

To support the College's workforce activity, each College Division will appoint a Workforce Lead whose principal task is to support and advise the College's Workforce Committee through the provision of local intelligence on workforce issues. The College's workforce activity is overseen by the Specialist Adviser for Workforce.

KEY RESPONSIBILITIES:

1. To be an active, attending member of the RCPsych Workforce Committee, which meets two times per year in London.
2. To monitor divisional workforce trends and activities and report to the Workforce Committee in relation to:
 - Mental health trusts in the Division;
 - LETBs/Deaneries (HEEs) in the Division; and
 - Changes to models of care or service redevelopments which impact on the psychiatric workforce and care delivery.
3. If required, to support the Training & Workforce Unit in collecting census and other data.
4. To support the National Workforce Lead and the Workforce Committee in developing College strategies for workforce.
5. To represent the Division internally and externally as an authority on the workforce needs and issues in that division.
6. Attend relevant meetings and events on behalf of the Specialist Adviser for Workforce.