

POSITION DESCRIPTION

POSITION	Chair, Surgical Sciences and Clinical Examinations Committee
DATE PREPARED	September 2021
REPORTS TO	Board of Surgical Education and Training and Prevocation and Skills Education Committee
POSITION HOLDER	Appointed by Education Board

ROLE OVERVIEW

The Surgical Sciences and Clinical Examinations (SSE&CE) Committee Chair's (Chair) role is to facilitate the on-going development and delivery of the:

- Generic Surgical Sciences Examination (GSSE);
- Clinical Examination (CE);
- Cardiothoracic Surgical Sciences and Principles (CSSP);
- Surgical Sciences Examination in Otolaryngology Head and Neck Surgery;
- Plastic and Reconstructive Surgical Sciences and Principles Examination
- Surgical Sciences Examination in Urology
- Surgical Sciences Examination in Vascular Surgery

The Chair oversees the above examinations, providing a link between Fellows, other subject matter experts (SME) responsible for creating and standard setting the above examinations, the examinations staff, the Prevocational and Skills Education Committee and the Board of Surgical Education and Training.

PRIMARY OBJECTIVE

To ensure RACS examinations are conducted in accordance with requirements for accreditation, authorisation and key RACS policy documents including the strategic plan.

KEY RELATIONSHIPS

Within the Education Portfolio	Nature of Relationship
<ul style="list-style-type: none"> ▪ Board of Surgical Education and Training (BSET) 	<p>Reports</p> <p>Contributes to decision making processes relevant to surgical education, assessment and training.</p>
<ul style="list-style-type: none"> ▪ Prevocation and Skills Education Committee 	<p>Reports</p> <p>Contributes to decision making processes relevant to surgical education, assessment and training.</p>
<ul style="list-style-type: none"> ▪ Clinical Examination Subcommittee 	<p>Contributes to decision making processes relevant to examination assessment</p>
<ul style="list-style-type: none"> ▪ Anatomy, Pathology and Pathophysiology sub-committees 	<p>Contributes to decision making processes relevant to examination assessment</p>
<ul style="list-style-type: none"> ▪ Education Development and Delivery ▪ Education Partnerships 	<p>Collaboration and support</p>
<ul style="list-style-type: none"> ▪ Examinations Team 	<p>Collaboration and support</p>

Within the College**Nature of Relationship**

- Chairs of the Specialty Training Boards Collaboration and support
Contribute to decision making processes relevant to surgical education, assessment and training.

KEY ACCOUNTABILITIES AND TASKS**Primary Responsibility – Education Policy**

- Monitor internal and external environments to ensure objectives and policies for assessment and examination are achieved.
- Ensure examination standards are aligned with those of the RACS Surgical Education and Training (SET) program.
- Chair meetings of the Surgical Sciences and Clinical Committee.

Primary Responsibility – College Governance

- Report to both the Board of Surgical Education and Training and the Prevocation Skills and Education Committee.
- Monitor key strategic activities that fit the examination mission, vision and values of the College.
- Reporting on compliance with AMC Accreditation Standards
- Ensure assessment and examination activities undertaken by the College are adequately communicated with key stakeholders.

Primary Responsibility – External Representation

- Represent the Surgical Sciences and Clinical Examinations Committee at national and international professional education focussed forums as required.

TENURE AND METHOD OF APPOINTMENT

Refer to the Surgical Science and Clinical Examinations Committee Terms of Reference

FINANCIAL AUTHORITY LIMITS

Nil.