



Royal College
of Surgeons
of England

ADVANCING SURGICAL CARE

Specialist Advisor to the Specialty Updates

Role title	Specialist Advisor
Term	Two years (with the option to renew or demit after the initial term has ended)
Time commitment	One to two hours every two months

Role description	<p>To provide professional knowledge, expertise and advice in relation to the content of the Specialty <i>Updates</i> in a particular surgical specialty or sub-specialty. Candidates should be fellows or members of RCS England.</p> <p>The role is suitable for certification as a formal professional development activity. Specialist Advisors who have actively worked to fulfil their functions and responsibilities will be awarded an annual certificate acknowledging their participation, for inclusion in their annual appraisal documentation.</p> <p>Certification requires a response to at least 50% of the previews sent in the previous year (3 <i>Updates</i>). Specialist Advisors' names are listed on each distributed and archived Specialty <i>Update</i>.</p>
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Functions and responsibilities	<ol style="list-style-type: none">1. To provide clarification on suitable content, in particular where overlap with other medical/surgical specialties occurs.2. To regularly review the preview version of the <i>Update</i> prior to distribution to subscribers and confirm whether articles or other items identified by the Information Specialists are appropriate for inclusion and appropriately placed within the sub-topic areas.3. To suggest important and current content for the <i>Updates</i> and alert the Information Specialists to articles of particular merit when requested by Information Specialists.4. To assist with evaluation and dissemination of the <i>Updates</i> within relevant communities of practice, giving consideration to the fact that this is an RCS England membership benefit.5. To support the development of new <i>Updates</i> for a surgical specialty as requested, using professional knowledge and expertise to help configure appropriate sub-topics.6. To be involved in review processes as required, by providing feedback on the Service and on the role of Specialist Advisor.
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Communication method	<p>Communication between the Information Specialists and the Specialist Advisors usually takes place via email. Meetings can be arranged via MS Teams if needed as we encourage applicants from all regions and countries to apply. Physical meeting attendance is not required for this role.</p> <p>If at any point during the two year period a Specialist Advisor feels that they can no longer commit the time needed to fulfil the role we request that they inform the Evidence Support Team as soon as possible.</p>
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Service Management Evidence Support Team Members	Director of Library and Archives	Sara Pink
	Evidence Support Manager	Megan McCarthy
	Senior Information Specialist	Eleanor Kotas
	Information Specialists	Janet Clapton Ivona Coghlan