

President Role Description

Nominated by:	Two Fellows of the College
Appointed by:	If there is more than one nomination, a ballot of all voting members of the College will be held
Accountable to:	Trustee Board and Council
Term of office:	Three years from the date of the AGM in the year of election. The successful candidate will hold the title of President-elect from the date the election result is confirmed until they take up office at the AGM.

The College

This College has a key role in the professional aspects of pathology services in the development and delivery of health care. Those holding office in the College provide professional leadership, and thereby contribute at a national level to the maintenance and development of pathology services and the quality of care that patients receive. The College expects its office holders to be proactive and to provide leadership, not only in their own specialty, but also in pathology in general, in the wider context of health services. The College's influence extends to all sectors of healthcare provision.

The College is its membership, and the co-ordination, coherence and consistency between national, regional and local activities is paramount. All office-holders are expected to subscribe to these principles. The President is supported by a team of six honorary officers, including three Vice-Presidents. The Vice-Presidents play a key role and work together to ensure coherent College advice and guidance across their three areas of activity at the international, national, regional and local levels through the College Clinical Directors and England regional representatives. Devolved Nation representatives provide professional leadership within their region. The College is also expected to provide advice and guidance on specialty-specific issues nationally, regionally and locally. Specialty Advisory Committees provide professional leadership within their specialty.

The President

The President is the face of the College, representing the organisation and the views of its members at national and international levels.

The President will lead the Trustee Board in reviewing the College Strategy. The President will also work closely with the honorary officers, Trustee Board, Council and Senior Management Team to develop and work towards a forward plan and budgets that aligns with the College's core aims.

There is no fixed time commitment required for the role of President but this could easily be a full-time role, with many commitments in the evenings and at weekends. It is possible to combine the role with some clinical work and this may be advantageous, particularly as the President must keep up to date with current clinical practice. The role is not remunerated by the College; the President's employer typically releases them from clinical commitments to undertake the role.





Duties

1. Chairing duties

- College Council (five times a year)
- Trustee Board (five times a year)
- Professional Performance Panel (four times a year)
- Management Group (12 times a year)
- Pathology Alliance (twice a year)
- Ad hoc groups, including the annual Clinical Excellence Awards round and regular meetings with honorary officers

2. Duties as a College representative

- Council of the Academy of Medical Royal Colleges
- Board of the Faculty of Pathology of the Royal College of Physicians of Ireland
- Public Health England Antimicrobial Resistance Delivery Board
- Member of other external committees as required

3. Duties as a College Executive

- Line management of the Chief Executive
- Organisation of regular meetings with officers, clinical directors and senior staff
- Delegation of areas of responsibility to officers, members and fellows
- Overseeing performance reviews of officers, clinical directors, Council members and committee chairs
- Giving regular updates to College staff at monthly staff meetings
- Supporting College officers and staff as required

4. Liaison duties with

- Other College officers
- Other College Presidents
- Officers of kindred societies
- Departments of Health in the UK
- The private sector
- The International Liaison of Pathology Presidents
- Other groups as necessary

5. Pastoral duties

- Visits to regions and countries in the UK
- Visits to College events overseas
- Formal and informal talks when requested to give them

6. Social duties

- Attendance at dinners or receptions of other Colleges and organisations
- Speeches at such dinners when requested to give them
- Attendance at memorial services for College Members and Fellows
- Hosting the Christmas lunch for Trustees, clinical directors and staff

7. Media duties

- Giving interviews to the media as required
- Writing articles for the press as required
- Working with broadcast programmes as required

8. Office duties

- Handling personal and official correspondence



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- Approving agendas for Council, Trustee Board, Professional Performance Panel and Pathology Alliance
- Checking and editing minutes of the above meetings
- Signing certificates for new members
- Writing a regular column for the quarterly *Bulletin*
- Writing a monthly e-newsletter for members
- Writing material for the website, in support of other organisations' activities and for the Annual Report

9. Ceremonial

- Presentation of certificates and giving a welcome speech at ceremonies for new Fellows
- Introduction of College named lecturers
- Hosting College dinners and giving speeches as required

10. This list of duties is not exhaustive and other activities may be involved as required.



Person specification

Requirements	Essential	Desirable
<ul style="list-style-type: none">Fellow of the CollegeIn active practice (at time of appointment)Good understanding of the challenges currently facing pathologyParticipating in a CPD schemeNot currently subject to any investigations or sanctions related to professional performance, behaviour or probityTrained and up to date in all issues relating to equality and diversityExperience of chairing committee/board/working group meetings	<ul style="list-style-type: none">✓✓✓✓✓✓✓	
Skills and Abilities <ul style="list-style-type: none">Ability to communicate effectively and develop effective working relationships on an individual basis with College colleaguesExcellent verbal and written communication skills with the ability to write clear and concise reports, letters and communicationsAbility to make decisions and give guidanceAbility to present effectively to an audience, using a variety of methods, and to respond to questions and queriesAbility to take responsibility and show evidence of leadership	<ul style="list-style-type: none">✓✓✓✓✓	
Qualities <ul style="list-style-type: none">Excellent interpersonal and communications skillsFlexible, supportive and proactive attitudeAwareness of personal limitationsProven experience of working constructively as part of a teamDemonstrates adherence to the College's values and behaviours	<ul style="list-style-type: none">✓✓✓✓✓	