



Royal College
of Surgeons
of England

ADVANCING SURGICAL CARE

Job Title: Clinical Skills and Simulation Centre Manager

Salary: £42-51K

Band: 4a

Contract Type: Permanent, full time (35 hours)

Working weeks: 52

Location: Royal College of Surgeons of England, 38-43 Lincoln's Inn Fields, WC2A 3PE (this role will be based onsite)

The Royal College of Surgeons of England provides world-class education, assessment, and development to 30,000 surgeons, dental professionals, and members of the wider surgical and dental care teams, at all stages of their career. Our vision is to see excellent surgical care for everyone. We do this by setting professional standards, facilitating research, and championing the best outcomes for patients. Our recently redeveloped headquarters in Lincoln's Inn Fields London provides state of the art education facilities, using evidence-based, technology-enhanced learning (TEL) for the entire surgical and dental team. The building also includes world-class examination and event spaces, research facilities and improved member areas – creating a flexible and efficient working environment for the future.

We are seeking to appoint an experienced clinical skills and simulation professional to manage our postgraduate education centre. The post holder will be responsible for the provision of high-quality learning for surgical trainees, will contribute to embedding TEL within our existing offer and assist in the development of innovative educational products and services.

We are looking for a manager who has:

- Credible experience in the clinical skills and simulation sector as an operational manager or supervisor.
- A level 6 qualification in an appropriate subject or relevant and equivalent experience to demonstrate these skills.
- Enthusiasm for, and experience of, TEL and evidence of professional development in this area. Experience with immersive technologies is an advantage.
- Ability to lead and support individual colleagues and a team, acting as a mentor and fostering an inclusive team culture.
- Excellent interpersonal skills, with the ability to nurture positive relationships with internal and external stakeholders.
- Ability to work flexibly, including early mornings, evenings, and weekends on a rota basis.
- Confidence using Microsoft Office tools and a willingness to learn new applications.

What we offer:

- Opportunity to work with outstanding senior clinicians from a variety of surgical and medical specialties.
- 27 days paid holiday + bank holidays and up to 4 college closure days over the Christmas period.
- Enhanced contributory pension scheme & other leave entitlements.
- Variety of learning and development opportunities.
- Wellbeing programme & Employee Assistance Scheme.
- Season ticket loans (after successful completion of probation).

Interested Candidates:

If you have any questions please get in touch with Michèle Pool, Learning Operations Manager on mpool@rcseng.ac.uk.

If you wish to apply please email your CV and cover letter (no more than 750 words)
RCSHR@rcseng.ac.uk.

Please make sure your cover letter includes reference to the following:

- **Your strengths as an operational manager/supervisor, with examples of how these strengths have resulted in positive change in your workplace.**
- **Professional development activities you have undertaken in medical simulation which were above and beyond business requirements and how you applied the knowledge/skills gained to improve educational delivery in current or previous places of employment.**
- **How you have used your mentorship skills to guide the professional development of direct reports/mentees.**

Any personal data collected from you, or that you provide to us, will be processed by us in accordance with our recruitment processes. If unsuccessful in your application, your information will be held by us on our database for a period of 6 months before deletion. If you would like your information removed sooner, please contact RCSHR@rcseng.ac.uk

Closing Date: Sunday 4 January 2026

Please note we reserve the right to close the vacancy early if it is deemed enough applications have been received.

The Royal College of Surgeons of England is an Equal Opportunities Employer. We are open to all talent, and we actively ensure that all qualified applicants will receive equal consideration for employment without regards to age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation.

The Royal College of Surgeons of England is committed to protecting your privacy. We are registered as a data controller with the Information Commissioner's Office (ICO). All College employees are responsible for records held, created, and used as part of their work for the College including patient/client, corporate and administrative records. Records are managed according to the requirements of the Data Protection Act 2018 and ensure confidentiality. The College ensures that staff are trained to handle the information you submit to us with care and discretion, seeking advice where necessary.