



# Royal College of Surgeons of England

ADVANCING SURGICAL CARE

**Job Title:** Educator

**Salary:** £40,340 per annum, full-time equivalent

**Contract Type** – Fixed term (6 months), part-time (17.5 hours)

**Location:** We fully support flexible working, from our superb offices in Holborn and from home. We do require staff to spend minimum 20% of their time in the office. This is subject to role requirements.

**Are you an educator, teacher or trainer with a strong interest in learning design and innovation? Do you have a learner-centred approach to teaching and training? Do you recognise the importance of collaborative approaches to course design? Are you interested in how educational theory can be used to enhance outcomes for professional development in surgery? Do you have the skills to influence others to achieve the best outcomes for learners? If so, this role would be an excellent fit for you.**

## About us

The Royal College of Surgeons of England (RCS England) is one of the best-known professional membership organisations in the world, with a name and reputation that speak for excellence in the UK and across the globe. We provide education, assessment and development to nearly 30,000 surgeons, dental surgeons and members of the wider surgical and dental teams at all stages of their career; we set professional standards, facilitate research and champion world-class surgical outcomes for patients.

## About the role

RCS England is looking for an Educator to join its Learning Innovation team in a wide-ranging and varied role focused on CPD for dental surgeons.

The successful candidate will be responsible for designing, developing and delivering professional development courses and materials for postgraduate dental surgical learners at all stages of their career. They will work as part of a skilled team to review and update existing courses and develop new ones to meet the needs of all learners. It is vital that the candidate has a keen interest in educational principles and theory and is able to apply them successfully to course development and delivery.

Educators work very closely with dental surgeons on course design and delivery. This can take place in a face-to-face classroom setting, virtually or in clinical environments. While dental surgeons are the subject matter experts, educators bring the research, curriculum design and course delivery expertise that means our courses remain up-to-date, relevant and inclusive. We offer over 30 different face-to-face and online courses for surgeons, dental surgeons and the wider surgical team and whether these are professional development courses like Train the Trainer or practical skills courses like Core Skills in Laparoscopic Surgery, it is vital that our learning offer remains of exceptional high quality and is based on sound educational principles.

The role is expected to evolve over time in line with technology, the needs of the College and developments in educational practice. The postholder will be supported to develop new skills as required and offered mentoring and training as part of their professional development. The role provides an insight into a range of roles and functions in a professional membership organisation and provides a strong foundation for those wishing to progress either into learning or operational management.

## Key responsibilities

- Providing educational expertise to inform the development of learning activities. This includes new course or product development, the redevelopment of existing courses and advising on areas of innovation in education, technology and medicine.
- Developing and designing courses, activities and educational products using up to date educational principles, practices and methods.

- Keeping up to date with the dental surgical environment and ensuring activities complement relevant curricula, legislation and policies.
- Contributing educational expertise to learning development meetings and discussions with programme managers, clinical leads and other stakeholders.
- Piloting and evaluating educational activities.
- Working with the Operations team to train the clinicians who deliver surgical skills courses.

### About you

- You will have comprehensive experience designing, developing and delivering educational activities (e.g. courses and workshops) to meet a variety of different learning objectives and needs.
- You will have excellent interpersonal skills, able to establish trust and build relationships with people at all levels including dental surgeons volunteering their time.
- You will have strong communication skills and experience working with multidisciplinary teams to achieve successful outcomes for learners.
- You will understand developments in educational theory and the changing role of technology in learning and be able to apply both to course development and delivery.
- You will be able to work independently on a range of tasks, demonstrating initiative, whilst using your strong prioritisation and organisational skills to meet deadlines.
- Ideally, you will have experience of leading the design and development of e-Learning packages to sit within learning management systems and blended learning products.

You do **not** need experience or knowledge of medicine or surgery, although a willingness to learn is vital.

### Your first three months

You will have progressed through an induction programme, learning about RCS and the surgical and dental profession. This will have included observing several face-to-face and online courses, attending meetings with dental surgeons, joining working parties and taking part in course pilots and evaluations. You will have worked with project managers, programme managers and clinical leads to advise on course design and content and written materials for course redevelopment.

You will have become an integral part of the team working collaboratively with colleagues, dental surgeons and freelancers to develop courses and learning material. Through this experience you will have begun to understand what training pathways look like for dental surgeons in the NHS and therefore, what effective professional development is.

You will have used up-to-date academic research to inform discussions around learning design and delivery and supported training for clinicians (known as 'faculty') delivering courses. You may also have visited a regional centre which delivers one of RCS' courses, spent a day learning about professional development in a training hospital or attended a conference.

### What we can offer you

- 27 days paid holiday pro rata + bank holidays and up to 4 college closure days
- Flexible working
- Enhanced contributory pension scheme & other leave entitlements
- Variety of learning and development opportunities
- Wellbeing programme & Employee Assistance Scheme

### Interested Candidates:

**If you wish to apply or if you have any questions about this position please email your CV together with a cover letter to [RCSHR@rcseng.ac.uk](mailto:RCSHR@rcseng.ac.uk).**

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@rceng.ac.uk](mailto:RCSHR@rceng.ac.uk)

**Closing date: 01 July 2025**

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.