



# Royal College of Surgeons of England

ADVANCING SURGICAL CARE

**Job Title** - Committee Member: People and Culture Committee

**Salary** - Reasonable expenses will be reimbursed

**Contract Type** – Voluntary Position 3 Year Term

**Location** - London/Virtual

## About us

The Royal College of Surgeons of 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

The Royal College of Surgeons of England is looking for someone to join their People and Culture Committee. This is an exciting opportunity to join the College and be part of the Governance and decision-making process at the home of surgery making a difference to the employees and volunteers working at the College. The People and Culture Committee is a Standing Committee of the Board of Trustees working closely with the Trustees and the Executive Director Team.

## Committee Purpose

The Board of Trustees has delegated oversight of the following matters to the Committee:

- The appointment of the Chief Executive and of the senior management team.
- Setting the remuneration policy of the College.
- Policy, affecting all staff, including but not limited to annual pay awards and other changes in terms and conditions.

The purpose of the Committee is to provide assurance and oversight and make recommendations to the Board in respect of:

- Matters relating to the structure, composition and effectiveness of the Board and its Committees ensuring the appropriate balance and mix of skills, experience, backgrounds and knowledge to make informed decisions
- Matters relating to the appointment, remuneration and appraisal of the Chief Executive and Executive Directors
- Strategy and policies to deliver an effective and high performing workforce
- The College remuneration policy

## About you

The ideal candidate will have:

- A passion for Equality, Diversity and Inclusion
- Experience of committee responsibilities
- Leadership and people management experience
- Experience in the Charity Sector

## Expectations

The People and Culture Committee meets a minimum of 3 times a year and no more than 4 times for a duration of 2 hours unless an Extraordinary Meeting is required. Committee members will serve a term of 3 years and may serve a maximum of 2 terms.

Reasonable expenses will be reimbursed

**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 [cmanning@rcseng.ac.uk](mailto:cmanning@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: 27<sup>th</sup> January 2023**

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 and 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.

*Please note that this advert may close early if we reach the maximum applications*