



Application to join the Emergency Medicine Trainees' Association (EMTA)

Curriculum Sub-committee

We are looking for a motivated EM Trainee to join the Emergency Medicine Trainees' Association Committee as EMTA Rep to the Curriculum Sub-committee.

Background

The Curriculum Sub-committee is a standing committee of the Royal College, it reports to the Education Committee, via the Chair and provides an annual work plan and an annual report to Council via the Academic Cluster report. The responsibilities of the committee are:

- To maintain and develop the Emergency Medicine Curriculum
- To deliver materials/resources that support both trainees and trainers
- To work with the ePortfolio team to improve the Kaizen platform

The Curriculum Sub-committee is an established committee and the EMTA representative is in an excellent position to represent trainees in the ongoing implementation of the newly developed curriculum.

Job Description

The Curriculum Sub-committee meetings take place 3-4 times a year, usually via video conferencing but occasional face-to-face meetings may be required. Members have a personal responsibility to attend 75% of all meetings. Committee members are expected to read committee reports ahead of meetings and raise any training matters that relate to the delivery of the curriculum.

As a trainee representative, you will provide insight into the trainee perspective on matters arising, maintain vigilance for policy which may have adverse outcomes to trainees generally or minority trainee sub-groups (e.g. LTFT, dual trained, protected characteristics) and advocate for changes which can improve the quality and equitability of training delivery in the UK. Primarily you should be able to give input from trainees collectively and then from your own perspective. The candidate would also be expected to summarise discussions and communicate to the EMTA Committee, regional representatives and a wider cohort of trainees.

The successful applicant would hold additional responsibilities within EMTA including attendance at three EMTA committees meetings per year and to offer assistance in other matters pertaining to EMTA activity, such as the annual conference, and trainee representation. The successful applicants would be expected to contribute the EMJ supplement on an issue relevant to their representative role if relevant There is at least one

meeting in person and others via Zoom. The next virtual meetings are in December 2025 and Feb 2026, with face-to-face meeting in June/July 2026.

The candidate would be expected to abide by the EMTA and RCEM Codes of Conduct, including the requirement to maintain regular communication with the EMTA Committee and be responsive to requests and feedback. Additional roles and responsibilities to best utilise areas of the applicant's interest will be discussed on an individual basis with successful applicants.

The work commitment would be expected to average out to approximately 1-2 hours per week. As per RCEM Guidance, departments would be expected to support formal commitments via Professional Leave. The post is honorary. Reasonable expenses for travel and subsistence will be payable in accordance with College policy.

Person Specification

- The applicant must be an Emergency Medicine Trainee currently holding a Dean's Reference Number (for ACCS-EM trainees) or National Training Number (for run-through or HSTs)
- The applicant may be in training or Out of Programme
- The candidate will need to be able to demonstrate an ability to deliver professionally and enthusiastically in their role, meet deadlines and communicate effectively at all times
- We understand that the role of trainee representation can, at times, be onerous on an already stretched workload. We would request candidates are realistic about their abilities to take on any additional responsibility at present whilst warmly welcoming any of those who feel motivated by improving EM training to join us.
- The current application is for a 24 month term which would be reviewed together with the Curriculum Sub-committee Chair with the potential to renew for a further 24 months

Application

Application is by a written personal statement not exceeding 400 words and a CV of no greater than **two sides of A4**. We would ask candidates to pay particular attention to the requirements, expectations and desirable characteristics expressed within this advert and take an effort to highlight previous or current experience relevant to these. We would please ask candidates to clearly state their grade and expected CCT date and, if known, their career plans over the next 24 months.

Applications to: emta.committee@gmail.com

Closing date: 10th November 2025

Thank you very much in advance for your application,

Kuldeep Kaur

Secretary, Emergency Medicine Trainees' Association (EMTA)

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