

St. John Cymru- Wales

Volunteer role description

Position Title: County Medical Officer
Directly Accountable to: Commissioner
Professionally Accountable to: National Medical Advisor
Uniform / rank:

Purpose / Summary of the category

To assist and advise on medical professional matters within St John Cymru Wales alongside the National Medical Advisor.

Description of tasks:

- To assist the county when appropriate and NHQ in providing and advising on all medical matters.
- To promote and support medical professionalism in St John Cymru Wales locally and nationally.
- Act as a contact point for information within the County and offer support to other doctors and medical students within St John Cymru Wales.
- Support appropriate appraisal and revalidation for doctors within the frameworks laid down for St John Cymru/Wales
- Show willingness to be actively involved in the development of policies and procedures within the County and Nationally.
- Take part in public duties where a medical role is required or deemed desirable.
- Ensure that any Drugs and Equipment are stored, maintained and utilised correctly as per St. John Cymru Wales Policies and Standard Operating Procedures.
- Support the maintenance of standards of medical care and contribute to clinical auditing of Healthcare Professionals and members.
- Assist the County Training Officer in the planning and delivery of training sessions to the county or divisions, as appropriate.
- Support all County Staff Officers in the maintenance and implementation of standards and offer advice and guidance, where required.

- Where practicable and within your general competence, support the region in resolving questions of fitness to volunteer and similar related occupational health questions.
- Visit Divisions as necessary and assist the Commissioner with Annual Divisional Inspections (ADI).
- Attend meetings as requested by the County Commissioner or NHQ including regular regional staff meetings.
- Undertake any other reasonable duties as requested by the Commissioner or NHQ.

Approximate time commitment

- This role has no obligation but would generally take around 12 hours a month
- Liaison with the County Management Team, Divisional Members and external agencies
- Attendance at regular meetings and public duties

This is a voluntary position and therefore no contract of employment exists. Whilst therefore there is no obligation, a typical volunteer would commit to 12 hours per month depending on the role chosen within this category.

St John Cymru Wales Volunteer Specification	
Essential	Desirable
QUALIFICATIONS	
<ul style="list-style-type: none"> • Full registration with the General Medical Council with a current licence to practice. 	<ul style="list-style-type: none"> • Higher qualification relevant to acute or primary care
EXPERIENCE	
<ul style="list-style-type: none"> • Broad general clinical experience 	<ul style="list-style-type: none"> • Specialist registration in an area relevant to acute or primary care • Occupational health/medicine
SKILLS	
<ul style="list-style-type: none"> • All round skills in diagnosis and immediate management of commonly occurring conditions. • Effective interpersonal and leadership skills. • Good communication skills (easily contactable) • Organisational/administrative skills. 	<ul style="list-style-type: none"> • Training Skills
KNOWLEDGE	
<ul style="list-style-type: none"> • Diagnosis and immediate management of commonly occurring conditions. • Clinical governance 	<ul style="list-style-type: none"> • Familiarity with St. John Cymru Wales, the local members and community
PERSONAL ATTRIBUTES	
<ul style="list-style-type: none"> • Willingness to commit the time to the role. • Team player: ability to relate to the volunteers as well as professionals • Energy, commitment and enthusiasm for St John Wales' charitable mission. • Proactive rather than reactive 	<ul style="list-style-type: none"> • Confident. • Self-disciplined. • Reliable. • Presentable.

This is a voluntary role and is non contractual or legally binding