



The Royal College of Radiologists

Lay Member - Finance and
Investment Committee



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Lay Member - Finance and Investment Committee	3
About The Royal College of Radiologists	3
Welcome	5
Working with the RCR	7
Role Specification	8
Our values and code of conduct	12
How to apply	15



Being a lay member at the RCR, particularly at this time...enables the member to help shape the future of Radiology provision in the UK."

Lay Member - Finance and Investment Committee

Accountable to:	Lay Treasurer
Time commitment:	Up to 5 meetings a year
Duration:	Three year term
Remuneration:	The role of lay member is not accompanied by any financial remuneration, although expenses incurred on behalf of RCR business can be claimed.
Role classification:	Volunteer
Deadline for application:	23:59 7 July 2024
Interview:	19 July 2024

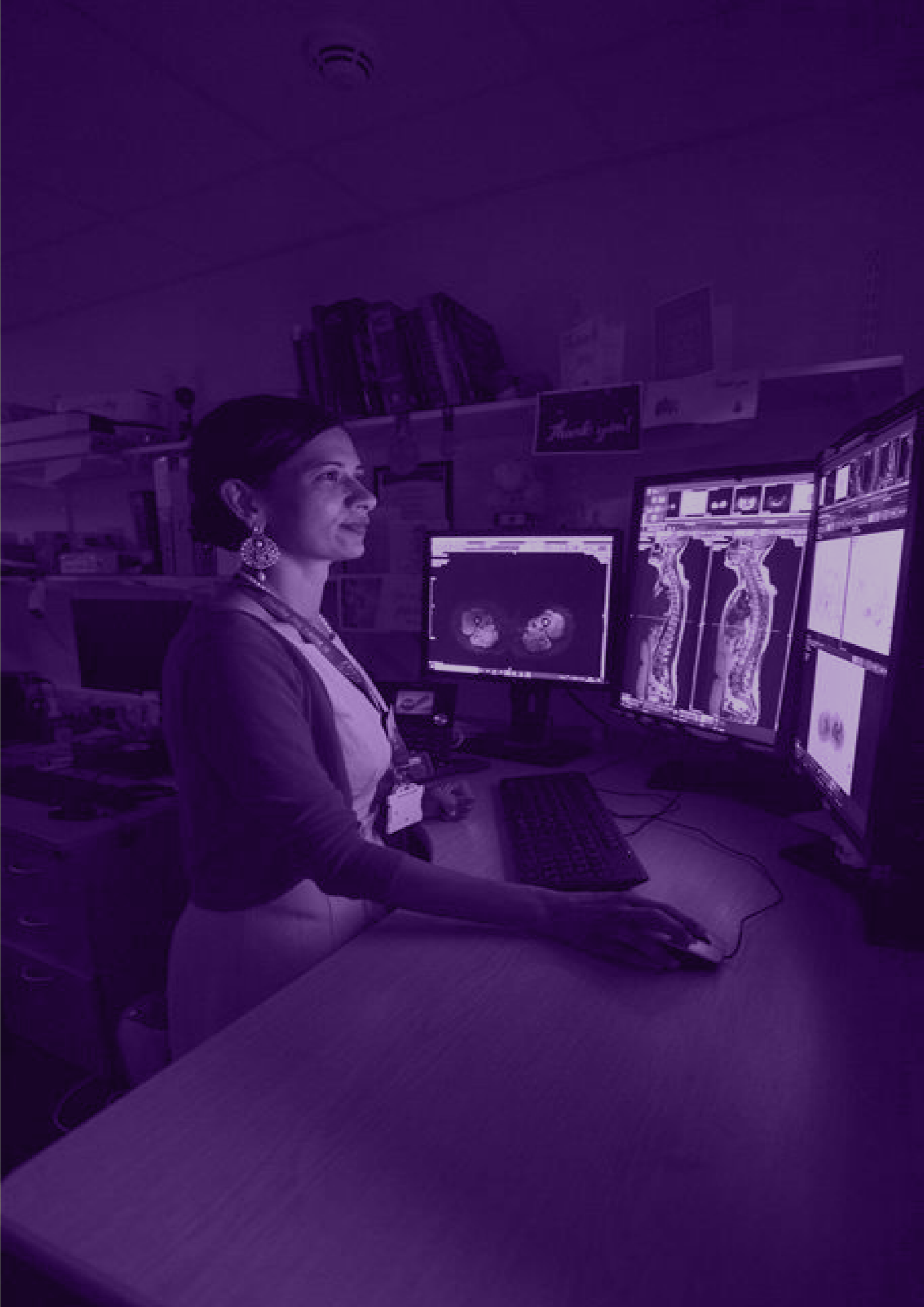
About The Royal College of Radiologists

Are you interested in making a real difference in the healthcare sector to improve imaging and cancer care for all?

At The Royal College of Radiologists (RCR), we're the leading professional membership body for clinical radiologists and clinical oncologists and a registered charity who educate and support doctors throughout their career. With over 16,000 members in the UK and internationally, together we're contributing to the advancement of each new generation of doctors and helping to improve patients' lives.

We require a broad range of skills and experience to deliver our strategic goal of increasing the clinical radiology and clinical oncology workforce, which will ultimately lead to improving imaging and cancer care services for all.

If you're inspired by our **strategy** and **values**, and are passionate about helping us meet our ambitious goals in an environment that celebrates differences, values diversity and recognises that everyone here plays a role in the success of the College, then we encourage you to consider giving your time to work with us here at the RCR.



Welcome

Thank you for your interest in becoming a lay member for The Royal College of Radiologists.

It is an exciting time to be part of the RCR. In addition to providing education, training and assessment for all radiologists and clinical oncologists in the UK we are at the forefront of new developments in healthcare and a leader in the digital innovation and AI space. We provide expert advice and opinion to governments and the media. We are also expanding our reach beyond the United Kingdom, with members in many parts of the globe.

The RCR welcomes talented people who share our ambition and commitment who will enjoy working with talented professionals.

I look forward to hearing from you.

Yours sincerely

A handwritten signature in black ink that reads "Kath Halliday". The signature is written in a cursive style.

Dr Kath Halliday





Volunteering at the RCR

The RCR is a membership body and a registered charity. The trustee board is mainly made up of practising clinical oncologists and clinical radiologists and is accountable to the membership at large. Each specialty has its own Faculty which agrees policy and the range of support, advice and guidance offered to doctors in the specialty. The executives of the RCR are the eight Officers (doctors) who work closely with the senior management team (the Chief Executive and Executive Directors for Education & Professional Practice, Business & Resources and Communications) supported by about 100 other employees.

The Governance Structure

The **Trustee Board** sits at the heart of the RCR's governance and is responsible for the management and administration of the College. It has oversight of all major cross-College projects and activities, with specific responsibility for approving the RCR's strategy, its annual budget and accounts, and for reviewing and managing risk. Membership of the Trustee Board comprises the President, Medical Director for Membership and Business and the six Faculty Officers – the Vice Presidents, the Medical Directors for Professional Practice and the Medical Directors for Education and Training. The Trustee Board also includes up to four lay trustees, one of whom serves as Treasurer. Members of the Trustee Board are the Trustees of the RCR under Charity law.

The Trustee Board delegates certain of its functions to sub-committees:

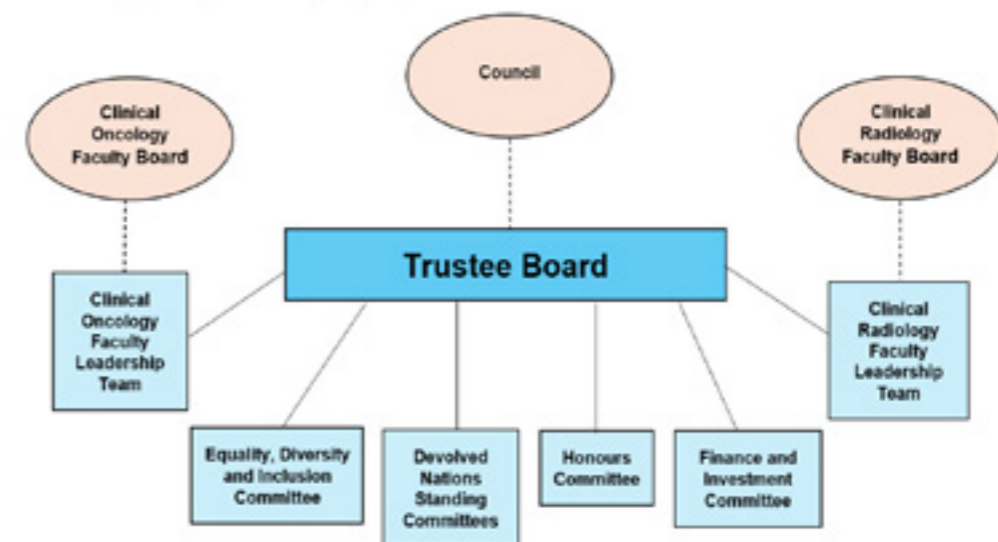
- Faculty Leadership Teams (FLT) for **Clinical Oncology** and **Clinical Radiology** oversee the delivery of the RCR's strategic priorities as they relate to each Faculty, strategically

manage the affairs of each Faculty, agree and implement policy relating to the Faculty and oversee the role and function of subsidiary Committees and Working Groups.

- the **Finance and Investment Committee** is responsible for advising the Trustee Board on efficient & effective resource planning, risk management and for scrutiny & challenge of financial performance to ensure the College can achieve its strategy and priorities.
- the **Equality, Diversity and Inclusion Committee** provides high level strategic oversight and direction to the EDI work of the College.
- the **Honours Committee** makes recommendations on the individuals to be considered for honours, medals and prizes awarded by the RCR.
- The three devolved nations' Standing Committees represent the RCR in **Northern Ireland, Scotland** and **Wales**. These Committees ensure that appropriate College matters are communicated to and discussed with clinical radiologists and clinical oncologists practising in each nation, and they also enable the views of those clinicians to be conveyed to the RCR.

In order to ensure appropriate accountability of the work of the College, the RCR's **Council** provides scrutiny of - and constructive challenge to - the Trustee Board. Council oversees the elections of Honorary Officers of the College and the appointment of appointed trustees. It is also responsible for the disciplinary functions of the College. Faculty Boards for both **CO** and **CR** similarly provide scrutiny of, and constructive challenge to, the FLTs.

Governance of The Royal College of Radiologists (RCR)





Role specification

Role title:	Lay Member - Finance and Investment Committee
Accountable to:	Lay Treasurer
Time commitment:	5 meetings a year
Duration:	Three year term

The role

Context

The Royal College of Radiologists (RCR) is the leading professional membership body for clinical radiologists and clinical oncologists. A clinical radiologist is a doctor who reads and interprets medical images such as X-rays, CT and MRI. They may also perform minimally invasive surgery, called interventional radiology. A clinical oncologist treats cancer using non-surgical techniques, including radiotherapy and systemic therapies.

The RCR is a registered charity which educates and supports doctors throughout their career. With over 16,500 members in the UK and internationally, we're contributing to the advancement of each new generation of doctors and helping to improve patients' lives.

The RCR aims to ensure high quality care for patients by improving standards and influencing policy and practice. We set standards for clinical practice, conduct examinations, define and monitor education and training programmes, support doctors in their clinical practice, and advise the Government and others on healthcare issues.

RCR Finance and Investment Committee

RCR is looking to appoint a new lay member to its Finance and Investment Committee. The Committee is comprised of the RCR President, both Vice Presidents and the Medical Director, Membership and Business, and is chaired by the lay Treasurer. It reports directly to the Trustee Board of the RCR.

We are looking to appoint an individual with broad business and financial skills but also particular expertise in the management of cybersecurity risk to add to the expertise of our existing committee. It is a three-year term, with the possibility of extension for a further term by mutual agreement.

The role of lay member is to provide external advice, constructive challenge, and support for the committee's efforts to safeguard the financial assets and data integrity of the RCR. The role is pivotal in ensuring that the committee is equipped with the necessary knowledge and insights to make informed decisions regarding financial risk management and mitigation strategies, particularly in the realm of cybersecurity.

Several membership organisations including royal medical colleges have been significantly impacted by cyber security events during the past two years and trustees are keen that RCR takes proper precautions to minimise its exposure to these threats at an operational and strategic level.

Role

- To provide independent experience and professional advice to the functions performed by the **Finance and Investment Committee**, with a particular focus cybersecurity.
- To provide constructive challenge and undertake the role of a "critical friend" in respect of RCR's business and resource activities.
- To provide specific input to areas of the College's activities, plans or projects as required or invited from time to time.

The person

Knowledge and skills
Proven expertise and experience in relation to managing organisational and strategic risk in cybersecurity
Some financial planning and financial governance experience.
A broad understanding of how membership bodies work as well as the requirements of a registered Charity.
Possess, or be willing to gain, a broad knowledge and understanding of the healthcare landscape and the current issues affecting it.
Personal qualities
Ability to constructively challenge: providing appropriate scrutiny and proactively proposing improvements, coupled with a supportive and collaborative approach.
Ability to work collegially and effectively as a member of a diverse team while maintaining an independent perspective.
Demonstrate tact and diplomacy, with the ability to listen and engage effectively.
A strong personal commitment to equality and diversity.
Ability to commit sufficient time to the role (around 2 hours of meetings 5 times per year plus time to consider papers).

Experience

To be able to apply applicants must be able to also fulfil the following requirements:

- Expertise in cybersecurity risk management particularly welcome.
- The appointee will need to work within the **Values** of the College, its **Code of Conduct** and subscribe to its Objects as a registered charity and Chartered body.



Our values



People focus

We treat everyone fairly and with respect, actively listening and responding appropriately, while recognising individual differences.



Integrity

We are open, honest and transparent. We strive to reflect and learn from experience in every area of our work to deliver the right outcome.



Making a difference

We strive for excellence. We make a difference by setting standards and empowering our membership and our staff through personal development and lifelong learning.

We recognise that patients' best interests underpin everything we do.



Code of Conduct

The RCR values greatly the time its members, Fellows and external contributors give to the College. The RCR expects high standards of conduct and personal integrity of its staff and Contributors in the performance of their roles. This Code of Conduct applies to all those that contribute to the RCR. Contributors must ensure that they are familiar with the Code and that their actions and behaviour comply with its provisions.

General principles

Contributors are expected at all times to act appropriately bearing in mind their association with a medical Royal College. They must refrain from any illegal, dishonest or unethical conduct at all times, not just when performing voluntary services for the RCR.

Contributors must:

- Support the College strategy and workplans;
- Act in good faith, with honesty, integrity and probity;
- Promote the RCR's aims and objectives in a positive light;
- Comply with the RCR's values and competencies (set out below);
- Treat others equally, fairly and with respect;
- Challenge poor behaviour when it occurs; and
- Take personal responsibility for adhering to this Code of Conduct.

Contributors must not:

- Act in a manner which may bring the RCR into disrepute; or
- Misuse their position for personal gain or to promote their other interests.

More information

The full version of the RCR's Code of Conduct can be found on our website here: <https://www.rcr.ac.uk/about-us/policies/contributor-code-of-conduct/>



Equality and diversity

Every day, our colleagues are making a difference by helping to improve imaging and cancer care for all. This starts by having the best talent, and that is only possible with a diversity of thinking, diversity of background and experience, and diversity of skills.

Diversity means better ideas, better solutions and more innovation. It's why one of our key priorities is to ensure our workforce reflects the communities we serve.

We're committed to creating an inclusive workforce and working environment for us all to enjoy – where everyone is able to bring their whole self to work to create change and reach new heights of creativity.

You can find our equality, diversity and inclusion commitment [here](#) as well as our equality and diversity policy [here](#).



How to apply

The closing date for applications is 23:59 7 July 2024.

Please submit a CV and a covering letter of no more than a page and half, together with a completed **Diversity Monitoring Form**.

It is important that your covering letter includes a clear statement in support of your application.

The application process is the first chance we have to assess your suitability for the role you are applying for, and as such, we ask that your application is written by you, and that you do not use AI tools such as ChatGPT to create your application. Where we suspect AI tools have been used to create your application you unfortunately won't be shortlisted for the next stage of the recruitment process. We hope that you respect this request in line with our value of integrity **Values & strategy | The Royal College of Radiologists (rcr.ac.uk)**

Applications should be emailed to layrecruitment@rcr.ac.uk

If you have not heard further from the RCR within a four weeks of the closing date, you should assume that you have not been shortlisted for interview on this occasion.

Shortlisted candidates will be invited to attend interviews on the 19 July 2024.

If you consider yourself to have a disability and require a hard copy pack or a different format, for example large print, please contact the HR team at layrecruitment@rcr.ac.uk



I have been able to bring a different perspective as someone who is not clinically qualified, but still has relevant 'real world' experience and transferable skills "





The Royal College of Radiologists

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