**Role description: Annual Trainee Oncology Meeting (ATOM) Lead**

Are you passionate about the development of the clinical oncologists of the future? The Royal College of Radiologists (RCR) is offering trainee clinical oncologists the opportunity to gather for engaging workshops and stimulating discussions at the Annual Trainee Oncology Meeting (ATOM).

ATOM will cover a range of topics relevant to the field, including planning workshops, career progression, exam techniques and updates on hot topics in clinical oncology. It is a fantastic opportunity to network with fellow trainees from across the country, learn about the latest developments in our field, develop skills and enhance practice. We are looking for a clinical oncologist with the drive and experience to lead this valuable conference as the **ATOM Lead.**

As the driving force behind the ATOM Conference, you will recruit and lead our subject matter experts (SMEs) in creating, planning, and delivering a conference that will benefit all UK clinical oncology (CO) trainees.

**What’s Involved?**

The ATOM Lead is responsible for the content development and speaker acquisition. This includes:

* Working with the RCR Learning team to support delivery of the ATOM.
* Leading and co-ordinating to create and review ATOM content and speakers, ensuring it meets with audience needs.
* Regular update meetings / calls with RCR Learning team supporting with strategy, operational delivery and/or evaluation of the conference.
* Regular communication with faculty speakers to support the development of the conference programme.
* Supporting the development of corporate partnerships, exhibition and sponsorship, recommending opportunities within your own network.
* As part of the RCR Clinical Oncology Learning Faculty Leadership Group (CO LFLG), attending biannual meetings and contributing to the ongoing direction of RCR Learning more widely.
* Undertaking other duties relevant to the scope of the role in line with RCR strategic priorities.

**Benefits and opportunities:**

* **Lead** your college and speciality’s professional development offering and help support training and retention for our specialism.
* **Collaborate** with and learn from Fellows, members, and partners based worldwide as the RCR develops its educational offering.
* **Earn** CPD credits for the development and delivery of learning activities.
* Use of the title **RCR ATOM Lead**.

**What support will I receive from RCR staff and other officers?**

The ATOM Lead is supported by the speaker faculty. The RCR Learning team will lead the marketing, pricing, event logistics, sponsorship and all other non-clinical aspects of the event. They will also ensure delivery of educational resources and will help you with all aspects of your lead role. The role holder will have a dedicated staff point of contact within the team.

**What’s the commitment?**

This role commences April 2025 and will typically serve a term of 18 months which may be extended on the invitation of the Vice-President (CO) by up to one year.  During the tenure of the role, attendance at two CO LFLG meetings is expected.

This is a voluntary role with which we can offer financial assistance with travel and subsistence. It is estimated that 8 days annually will be required to support the role, and we would support the successful applicant in local negotiations with their trust to include this in their job plan, which should be categorised as external duties.

**Who is eligible to stand?**

To put your name forward for the role of ATOM Lead, you need to be a Fellow of the College by examination resident in the United Kingdom, hold a current licence to practise with the General Medical Council (GMC) and be in active clinical practice.

**Further context and conditions of the role:**

As an ambassador of RCR, the ATOM Lead is expected to demonstrate our [values](https://www.rcr.ac.uk/college/about-us/our-values) in all they do for the RCR, and to be familiar with the [Contributor Code of Conduct](https://www.rcr.ac.uk/about-us/policies/contributor-code-of-conduct/).

Confidentiality and Integrity: We entrust the ATOM Lead with confidential information and documents, expecting them to maintain discretion both during and after their term. They are tasked with safeguarding the reputation of the RCR and its staff by refraining from actions that could bring disrepute.

Respect for Privacy: The ATOM Lead will handle documents at various stages of development with sensitivity, ensuring their confidentiality until formal approval and publication. This responsibility extends to compliance with the Data Protection Act 2018 and the General Data Protection Regulation (GDPR) 2016, governing the processing and disclosure of personal data in accordance with the RCR’s data protection and security policies.

Authorised Representation: The ATOM Lead is asked to discuss opportunities to represent RCR, prior to agreement. This ensures that communications accurately reflect the RCR's official stance and commitments.

Intellectual Property Rights: Any documents or publications created by the individual in their capacity as ATOM Lead are considered the intellectual property of the RCR. Therefore, the role holder is required to assign these rights to the RCR, maintaining the organisation's ownership and control over its intellectual assets.