Recruitment Process for UKFPO Fellows

Introduction

The UKFPO is delighted to announce a training secondment opportunity for two foundation doctors in 2024-25 (UKFPO Fellows). The knowledge and skills acquired through this post will provide education and leadership experience and it is anticipated that by the end of the secondment, the fellows will be equipped to identify themselves as an education leader.

This paper outlines the process for recruiting UKFPO fellows.

Role

The Fellowship offers a unique opportunity to develop the capabilities necessary for your future role as a clinical education leader, enabling you to lead positive change in your healthcare environment.

Selection process

Eligibility

This role is open to Foundation doctors currently in their F1 year, who will be commencing their F2 year in August 2024.

Applications

Applications for the fellowships will be managed through a Microsoft Form. The link will be provided at the opening of the application window. Application questions will not be published ahead of time, but applicants should consider what information they would like to share with the shortlisting panel to support their application before the window opens.

All shortlisted applicants must gain support from both their employing organisation for their F2 year and their F2 Foundation School Director (FSD) in advance of the interview.

We will close the vacancy after the first 100 applications are received, even if this happens before the intended close of the application window. We will not accept any more than 100 applications.

Shortlisting

Applicants will be shortlisted in accordance with the eligibility criteria and in the context of the strategic aims and objectives of the UKFPO. Shortlisters will include the Operational Advisor to the UKFPO, and a Foundation School Director (FSD) or UKFPO Lead Dean.

Interviews

Shortlisted applicants will be invited to attend a panel interview via Microsoft Teams, where they will have the opportunity to present their ideas for the work they might like to undertake if they were to be appointed to the fellowship role.

Offers

There is scope to offer **up to two** fellowship roles.

Timeline

Activity	Date(s)
Advert	Monday 26 February
Application Window	Monday 11 March 12:00 – Monday 18 March 09:00
Shortlisting	Wednesday 20 March – Thursday 28 March
Invites to Interview	Wednesday 3 April
Interviews	Tuesday 30 April
Commence in Post	Start of F2 year, August 2024

Work Commitment

The successful post-holder will spend an average of 1 day per week (0.2 WTE) working on a relevant project with suitable supervision and working with the UKFPO as representatives of Foundation Programme doctors. There will be the opportunity to attend UKFPO and other meetings. The remaining time in the working week (0.8 WTE) will be spent on standard clinical duties within the post-holder's existing F2 programme.

Supervision

The successful applicant will be supervised by a named member of the UKFPO senior team.

Location

The successful post-holder will be required to attend relevant online meetings. There may also be a requirement to travel and attend relevant meetings/events, typically in Birmingham or London. Reimbursement will be provided for reasonable travel costs incurred. The post-holder will be expected to work closely with the UKFPO team. It is expected that routine communications with the team and relevant stakeholders will be conducted via email/Teams facilities.

Financial Information

Successful applicants will undertake the fellowship as part of their allocated F2 programme. The expectation would be for the employing organisation to continue paying the full F2 salary and for successful applicants to be seconded to the UKFPO for the equivalent of one day per week.

Start Date and Tenure

Fellowship posts will commence at the start of the training year in August 2024, for the duration of the F2 year (that is, until July 2025).

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