

OREAG CHAIR APPLICATION FORM

Closing date for applications: 5th October 2018 at 5pm. We regret that applications received after this time will not be considered.

SECTION 1 - CANDIDATE DETAILS

***GDC REGISTRATION NUMBER:** ***REGISTRATION CATEGORY:**

***TITLE:** Mr. Mrs. Miss Ms. Dr. Prof. other _____

***FORENAME (S):** ***SURNAME:**

***ADDRESS:**

***POSTCODE:** ***EMAIL ADDRESS:**

HOME TELEPHONE: ***DAYTIME TELEPHONE:**

Your professional qualifications:

***Are you free to remain and take up this role in the UK?**

Yes No

***If no, please give details**

* Indicates a mandatory field

Please indicate where you heard about this role?

Guardian Jobs Online **Jobs.ac.uk**

GDC website **Colleague**

Other, please specify.....

Please attach a CV of no more than 2 pages with details of your professional qualifications and a full work history, including paid and unpaid activities, showing the more significant positions, responsibilities held, relevant achievements and anything else you consider relevant to the role for which you are applying.

SECTION 2 - APPLICATION

Reason for application

Please describe the reasons why you would like to become a Chair of the Overseas Registration Examination Advisory Group (OREAG). Max 200 words.

Relevant experience

The following section asks you about your experience and achievements in work and other settings. The questions ask you to provide examples of where you have demonstrated skills and abilities relevant to this role.

Your responses to these questions will be used to evaluate your application, so take time to think about your responses and choose examples which best illustrate each quality listed.

For each of the questions, please include:

- a brief, but clear, description of the situation
- what *you* did in the situation
- what the outcome was

Please give more than one example for each question if you wish but try to use different examples for each question. The examples you choose can be from any setting (work, education, home life, voluntary activities, etc.), but work-related ones may be more helpful.

Please limit your responses to 150 words per question.

As Chair of the ORE Advisory Group (ORAEG) you will need to lead the work of the OREAG and ensure that it fulfils its function. You will be required to oversee the ORE quality assurance and chair the OREAG meetings and examiner training day. Please give an example of when you have had to chair a similar group and deliver its work programme.

As a Chair of the ORE Advisory Group, you will be expected to contribute to discussions on all aspects of the ORE in relation to examination methodologies, governance and quality assurance. Please describe your experience of implementing best practices in assessment in Higher Education.

As Chair of the OREAG you will need to exercise sound judgement supported by logical, structured argument and to make objective decisions based purely on the facts and evidence. As Chair you will ultimately have the final decision on aspects of ORE. Please provide an example of when you have had to use these skills.

As Chair of the OREAG you will need to demonstrate excellent communication skills (written and oral) with the ability review and assess large amounts of complex documentation as well as to work confidentially while exercising discretion, tact and diplomacy. Please provide an example of when you have had to use these skills

As a member of the ORE Advisory Group, you will be expected to work collaboratively with other members. Please demonstrate evidence of doing this effectively in other groups.

As Chair you will be required to hold the exam suppliers to account. Please provide an example of when you had to hold a third party to account to ensure that they delivered a service in line with expected academic standards.

As Chair you will be committed to promoting the role of the GDC and acting professionally as an ambassador for the organisation. Please provide an example of when you have represented an organisation and its values.

As a Chair of the OREAG, you will be expected to uphold GDC values. Please provide an example of when you have either championed equality or celebrated diversity in a similar role.

SECTION 3 - REFERENCES

Please give the name, address and telephone number of two referees. One should be a line manager or previous line manager.

NAME OF REFEREE:

ADDRESS:

POST CODE:

TELEPHONE NUMBER:

EMAIL ADDRESS:

HOW DO YOU KNOW THIS PERSON? (E.g. business, personal etc)

NAME OF REFEREE:

EMPLOYER NAME AND ADDRESS

POST CODE:

TELEPHONE NUMBER:

EMAIL ADDRESS:

HOW DO YOU KNOW THIS PERSON? (E.g. business, personal etc)

SECTION 4 – DISQUALIFICATION CRITERIA

In accordance with the requirements for high standards stated in the information pack, you are required to confirm that none of the disqualification criteria set out in Appendix 1 apply to you. These criteria are consistent with what we require from our Council and Statutory Committee members.

I confirm none of the disqualification criteria set out in Appendix 1 applies to me

SECTION 5 – CRIMINAL CONVICTIONS

Do you have any Criminal Convictions? (Excluding spent convictions under the Rehabilitation of Offenders Act 1979).

Yes

No

If yes, please
give details

SECTION 6 – DECLARATION OF INTERESTS

Do you have any business or personal interests that might be relevant to the Quality Assurance work of the General Dental Council and which could lead to a real or perceived conflict of interests were you to be appointed? (This includes any affiliation to programme(s) that leads to registration with the GDC.)

SECTION 6 - DECLARATION

I declare that the information contained in this application is complete and correct. I understand that my application may be rejected, or if I have been appointed that I may be dismissed, for withholding relevant details or giving false information.

I agree that The General Dental Council may use the information provided in this application for monitoring purposes: YES NO

[We will treat all your data in accordance with the Data Protection Act 1998]

SIGNATURE:

DATE:

____ / ____ / ____
DD MM YYYY

NAME:

Thank you for taking the time to complete this application. **The deadline for applications is 5th October 2018 at 5pm.**

Any questions regarding the role or the application form should be directed to
AEdmondson@gdc-uk.org

THIS PAGE IS INTENTIONALLY BLANK

CONFIDENTIAL – TO BE DETACHED AND USED FOR MONITORING PURPOSES ONLY

Diversity Monitoring Form

The GDC is committed to promoting and developing equality and diversity in all our work. We want to be sure that our policies and ways of working are fair and do not discriminate against individuals or groups. To help us to monitor the effectiveness of our policies and practices we ask you to complete the monitoring form attached. It is not compulsory to complete this form. However, please note that this information will be treated in the strictest confidence under the Data Protection Act 1998 and will be used to produce statistics to enable the GDC to look at the diversity profile of our staff, registrants and others with whom we work. Through this we can check a variety of processes to ensure equality and address issues as they arise.

AGE

- 16-21 22-30 31-40 41-50 51-60 61-65 over 65

DISABILITY

Do you consider yourself disabled? Yes No

(A disabled person is someone who has an impairment, experiences externally imposed barriers or self-identifies as a disabled person.)

ETHNIC ORIGIN

Asian or Asian British

- Bangladeshi
 Indian
 Pakistani
 Any other Asian background
*please specify*_____

Mixed Ethnic Background

- White and Asian
 White and Black African
 White and Black Caribbean
 Any other mixed ethnic background
*please specify*_____

Black or Black British

- African
 Caribbean
 Any other Black background
*please specify*_____

White

- British
 Irish
 Any other white background
*please specify*_____

Chinese or any other ethnic group

- Chinese
 Any other ethnic background
*please specify*_____

GENDER

- Female Male

Religion/Belief

- Buddhist Sikh
 Christian None
 Hindu Other religion / faith *please specify*_____
 Jewish Prefer not to say
 Muslim

Sexual Orientation

- Gay Bisexual Do not wish to say
 Lesbian Heterosexual