Dental Council Election Pack

Faculty of Dental Surgery

**CALL FOR NOMINATIONS FOR MEMBER OF THE DENTAL COUNCIL OF THE FACULTY OF DENTAL SURGERY (FDS), THE ROYAL COLLEGE OF SURGEONS OF EDINBURGH (RCSEd).**

**Deadline for nominations: Midday on 13 June 2025**

FDS invites nominations for the role of Member of Dental Council. Applicants for this position must be Fellows of FDS in good standing and in good standing with the General Dental Council (GDC) or their local regulator.

## Summary of the Role

Dental Council plays a critical role within FDS. Dental Council member positions are suitable for those who would like to engage in the strategic direction of the FDS. It is an ideal opportunity for individuals who are seeking a rewarding opportunity to contribute to RCSEd and to the dental profession. This voluntary position, with expenses reimbursed, includes support for travel and accommodation as needed.

Dental Council Members main responsibilities include:

* Advising RCSEd on key aspects of dentistry.
* Through collaboration with Dental Council and RCSEd staff, supporting the delivery of the activities of FDS such as education, examinations, policy and advocacy work in the UK and internationally.
* Supporting and developing leadership on Dental Council and other FDS boards, committees and working groups.
* Proactively contributing to RCSEd and the dental profession by providing advice and guidance to the RCSEd team on a range of technical and policy related decisions.
* Leading the dental profession and contributing to the strategic direction of FDS and RCSEd.
* Engaging with relevant external organisations in the field of dentistry, including, but not limited to the GDC, university and higher education groups and bodies, international ministries and regulators, training and teaching organisations and the NHS in all four UK nations.
* Representing the Faculty at external events or on relevant groups and committees.

Dental Council Members are expected to take on additional duties for the benefit of the Faculty according to their interests and skillsets and in discussion with the Dean and Dental Executive. These include but are not limited to:

* The role of Surgeons' News Dental Editor.
* Supporting, promoting and seeking sponsorship for the UK Dental Clinical Skills Competition.
* Responding to consultations sent to the Faculty for comment.
* Being an active reviewer for Dental Accreditation applications.
* Taking a key role in both the development and delivery of the Faculty education portfolio.
* Co-ordination and delivery of the Faculty webinar activity.
* Coordination of the Dental Ambassador network.
* Exploring partnerships and synergies with institutions and organisations of mutual benefit to the Faculty.
* Identifying areas for co-creation of education and support in conjunction with specialist societies and other dental bodies.

## Commitment and Term of Office

As a minimum, Dental Council members will be expected to attend the following meetings, either in person or virtually:

* Four Dental Council meetings per annum
* One Annual Engagement Meeting, which usually falls in October.

In addition to attending meetings, Dental Council members are expected to prepare for meetings by providing requested papers, reading and digesting reports and papers. The time commitment is estimated be around 15 days per annum.

Council Members are appointed on a three-year term of office. Council members may seek re-election for two further three-year terms and serve a maximum term of nine years on Dental Council as a Member.

## Eligibility

Applicants must be a current RCSEd Faculty of Dental Surgery Fellow in good standing and in good standing with the GDC or local regulator.

Please note those holding any position of authority (e.g. a Council member, office-bearer and/or trustee) with any other royal college within the UK or a person connected to them by virtue of section 68(2) of the 2005 Act may not be eligible. Nominees who believe such a condition applies to them shall be required to contact the FDS Honorary Secretary by emailing [dental@rcsed.ac.uk](mailto:dental@rcsed.ac.uk) in advance of the closing date for nominations.

RCSEd is committed to fostering an inclusive and diverse environment and welcomes nominations from individuals of all backgrounds. We encourage nominations from people of all ages, genders, ethnicities, races, religions, sexual orientations, abilities, and socio-economic backgrounds. We value candidates who bring a range of lived experiences and perspectives. Our commitment to Equity, Diversity, and Inclusion (EDI) underpins our election process, ensuring fairness and equal opportunities for all. We are dedicated to creating a welcoming environment where everyone can contribute meaningfully and thrive.

**Whilst this is an elected post, the following characteristics, knowledge and experience are advantageous to a role on Dental Council and should be considered by those standing for election:**

* proven leadership skills, demonstrating the ability to lead, influence and value the contributions of others within a team.
* sound knowledge of good governance and financial awareness.
* the ability to understand complex strategic issues, analyse and resolve difficult problems.
* sufficient time and commitment to fulfil the role.
* sound independent judgement and diplomacy
* the ability to grasp relevant issues, to listen to and welcome alternative opinions and experiences.
* resilient in dealing with difficult problems and challenges.
* experience of working as part of a team and with non-clinical staff teams.

We warmly encourage nominations from individuals with an interest in supporting FDS by joining Dental Council. A comprehensive induction and ongoing support will be provided by our experienced and friendly Faculties team, ensuring you are fully equipped to succeed in the role. If you are passionate about contributing to FDS’ mission and believe you bring valuable skills or perspectives, we encourage you to put yourself forward.

## Nomination and Election Process

Provided below is a step-by-step guide to the election process for the role of Dental Council Member, Faculty of Dental Surgery. Please follow the instructions below to ensure your nomination is submitted correctly:

1. **Complete the nomination form**

* Interested candidates should fill out the form provided within this document.

1. **Submit the form via Email**

* Send the completed nomination form by email to: [dental@rcsed.ac.uk](mailto:dental@rcsed.ac.uk).
* Ensure that the email subject line includes: *Nomination for Dental Council Member, Faculty of Dental Surgery.*

1. **Form Deadline**

* Submit your nomination by insert deadline. Late nominations will not be considered.

1. **Election Process**

* Eligible candidates will be put forward for election by the Fellowship and Membership of FDS
* The election will be conducted by electronic ballot managed by RCSEd election partner Civica Election Services (CES).
* Guidance will be provided on the rules of conduct of RCSEd elections

1. **Appointment and Post-Appointment Induction**

* Candidates will be notified of their election by the Faculty by 15 August.
* The FDS does not share details of the count post-election.
* A comprehensive induction process will be provided to the successful candidate(s), tailored to develop knowledge of the Faculty’s governance, structure, and operations.

Please note that this position is voluntary, however, travel, accommodation and subsistence for activities relating to the role will be reimbursed in accordance with the RCSEd Travel Policy.

For a confidential discussion about the role or any questions, please contact Mrs. Catherine Thwaites, Faculty Development Manager, at [dental@rcsed.ac.uk](mailto:dental@rcsed.ac.uk) in the first instance.

Candidate Nomination Form

**Information supplied in this form will be held and used by RCSEd only for the purpose of administering this election process.**

**Please complete the form below and return to** [**dental@rcsed.ac.uk**](mailto:dental@rcsed.ac.uk) **by Midday on 13 June 2025.**

## SECTION A – PERSONAL DETAILS

|  |  |
| --- | --- |
| **Surname:** | |
| **First name:** | **Preferred first name:** |
| **Title:** | **GMC/GDC Number** (if applicable): |
| **Job Title:** | **Profession:** |
| **Region:** | |
| **Specialty** (if applicable): | **RCSEd Membership Reference Number:** |
| **Email:** | **Mobile Tel No:** |

## SECTION B – PROFESSIONAL DETAILS AND PERSONAL STATEMENT

**N.B. The information provided in this section of the form will be shared with those eligible to vote for your election to Dental Council.**

|  |  |
| --- | --- |
| **Title of current post:** | |
|  | |
| **Specialty including sub-specialty interest:** | |
|  | |
| **In no more than 350 words, please provide a statement as to why you wish to stand for Dental Council and your aspirations for the future of FDS.** | |
|  | |
| **In no more than 250 words, please describe any previous involvement you have with FDS and/or RCSEd.** | |
|  | |
| **I confirm I have attached a recent photograph and give my permission for this to be used in election documentation.** | *(please tick)* |

## SECTION C – SUPPORT FROM EMPLOYER

|  |  |
| --- | --- |
| **I attach supporting documentation from my employer granting appropriate leave or circumstance to fulfil the commitments of this role** | *(please tick)* |

SECTION D – NOMINATION FORM

We, the undersigned Fellows in Dental Surgery of the RCSEd, nominate NAME for the office of Member of Dental Council, their consent to this nomination having been obtained:

|  |  |  |  |
| --- | --- | --- | --- |
| **Proposer** | | | |
| **Full name** |  | | |
| **RCSEd Reference Number\*** |  | | |
| **Email** |  | | |
| **Signature** |  | **Date** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Seconder** | | | |
| **Full name** |  | | |
| **RCSEd Reference Number\*** |  | | |
| **Email** |  | | |
| **Signature** |  | **Date** |  |

|  |  |
| --- | --- |
| \*The RCSEd Reference Number is a five-to-six-digit reference number that can be found by logging on to your RCSEd online account at [www.rcsed.ac.uk](http://www.rcsed.ac.uk) | A screenshot of a video game  Description automatically generated with medium confidence |

Please complete this form and return to [dental@rcsed.ac.uk](mailto:dental@rcsed.ac.uk) by Midday on 13 June 2025.

For further information, please contact the Faculty of Dental Surgery at [dental@rcsed.ac.uk](mailto:dental@rcsed.ac.uk)

## SECTION E – PROBITY AND SUBMISSION DECLARATION

Please read the statements below and tick to indicate your agreement. Type your name to indicate your signature. We consider a form submission to be a signed form.

|  |  |  |
| --- | --- | --- |
|  | | *Please tick* |
| I do not currently hold any position of authority (e.g. a Council member, office-bearer and/or trustee) with any other royal college within the UK and that no person connected with me by virtue of section 68(2) of the 2005 Act holds such a position. | |  |
| I confirm I am aware of no other issues which might give rise to a conflict of interest that would prevent me from acting effectively in the position offered to me or in the best interests of the RCSEd and/or its faculties. | |  |
| I declare that I am in good standing with the GDC or my local regulator and **I have not**:   * been convicted of a criminal offence including any spent convictions or have proceedings pending against me; * been subject to disciplinary proceedings, reprimand or suspensions by the GDC in the UK or any equivalent regulatory or licensing body elsewhere; * been erased from the register of the relevant registering body under performance review procedures; * had any disciplinary actions taken against me by an employer or contractor or have had any contract terminated of suspended on ground relating to my fitness to practice. | |  |
| I confirm I am not disqualified from being a charity trustee in terms of the 2005 Act [Charities and Trustee Investment (Scotland) Act 2005](https://www.legislation.gov.uk/asp/2005/10/contents) | |  |
| I confirm I am a Fellow of the Faculty of Dental Surgery RCSEd in good standing. | |  |
| I confirm I have completed two nominations, who are Fellows of FDS in good standing. | |  |
| Signature: | Date: | |

By submitting this nomination, you understand that RCSEd will process your personal data in accordance with the terms of the UK General Data Protection Regulation (UK GDPR). Further details may be found on our website at https://www.rcsed.ac.uk/privacy.

For the purposes of this election your name will be shared with Civica Election Services (CES). You can read their Privacy, Security and Copyright Statement at <https://secure.cesvotes.com/V3-1-0/rcsed2021/en/policystatement>