

Literature Reviewer (GPAS)

Role	Literature Reviewer: Guidelines for the Provision of Anaesthetic Services (GPAS)
Organisation	The Royal College of Anaesthetists (RCoA)

ROLE DESCRIPTION

Summary	<p>This role will work in collaboration with the chapter authors and RCoA staff and would suit anaesthetists of any grade with the appropriate expertise.</p> <p>The role involves working with the research scientist [a professional systemic literature reviewer with no anaesthetic expertise] to help develop relevant search terms, define inclusion and exclusion criteria, help to reduce down the number of abstracts presented to authors, and working closely with GPAS authors to highlight relevant literature.</p> <p>Applicants will have experience of conducting systemic literature reviews themselves. They will have an understanding of guideline development processes, critical appraisal methods and have demonstrated an interest in research methodology.</p> <p>Applicants will have experience of working with multi-professional committees or working groups and should demonstrate the ability to work to defined timeframes. Excellent verbal and written skills are required, along with an ability to communicate complex issues to differing audiences</p>
Responsibilities	<p>The post holder will be supported by the GPAS coordinator who will be responsible for the overall project management, organising meetings and coordinating the logistics of performing evidence reviews and consultations.</p> <p><u>Literature review support</u></p> <ul style="list-style-type: none"> • Work with the research scientist and chapter authors to develop a search strategy including search terms • Develop criteria against which papers are included or excluded from analysis when required • Organise and categorise papers found and conduct a second title sift • Work with the chapter authors to review and contribute to the evidence for the chapter recommendations <p><u>General</u></p> <ul style="list-style-type: none"> • Complete a 'Declaration of Interests' form • Participate in discussion and decision making

	<ul style="list-style-type: none"> • Work with RCoA staff and the authors as required at and between meetings
Conditions (e.g. time commitments, length of appointment)	<p><u>Chapter development</u></p> <ul style="list-style-type: none"> • The post holder may be required to attend meetings (held on MS Teams) with the research scientist, RCoA staff and the chapter authors as necessary. • All necessary and reasonable expenses will be met by the RCoA. • Appointment will be for one year, or until the chapter is completed • The role holder will be acknowledged as a secondary author on the GPAS chapter (listed immediately below the authors on the first page of the document)

PERSON SPECIFICATION

	Essential Criteria
Experience	<ul style="list-style-type: none"> • Experience of conducting systemic literature reviews • Credible level of experience of expert committee work or standards setting work in a relevant setting • A demonstrated interest in undertaking research in anaesthesia • Current or recent clinical and/ or academic role in anaesthesia
Skills	Evidence of excellent verbal and written communication skills
Knowledge	A detailed knowledge of anaesthesia
Other	Evidence of being able to work to deadlines