## Curriculum Vitae

There are lots of ways to write a CV.. this is only one

It’s got to get over your main achievements and hopes **whilst making them easily visible to the reader**

Doctors are often over-modest and don’t make the connection between non-work life skills (e.g. coaching a football team, teaching 15-year olds or surviving/ thriving in difficult personal circumstances) and being a great doctor. These examples will need communication, persistence, kindness, self-awareness, resilience and the ability to have conversations at the correct level etc – all qualities we need from doctors!

As you go along your career- keep a tab of possible CV worthy stuff. Personally, I email myself and add it to a ‘CV’ or CPD (continuous professional development) folder. That way, when I update my CV I have the relevant things easily accessible.

The CV has to be honest + consistent- but you can put things in more than one place- e.g. a project may have involved IT skills plus using leadership etc

Show your CV to a few (not lots- too many opinions are bad!) once completed

It’ll take at least a few weeks to get it right…

When you appy for jobs. – this might be on an online platform… but your CV will likely be needed for your trainers (there’s a portfolio of stuff to do + fill in) and a good central place for all job-style things

Your life may have involved another path- e.g. earlier degree, job, being a parent, carer or refugee etc- do consider putting a section on that too

All the best

## Dr Robert C M Stephens

Core Trainee 3, UCL Hospitals

## I like the cover plain, no border

**Personal Details**

**Name** Robert Charles Tarquin Lady Harold Jeremiah Jones-Stephens

**Date of Birth** 28th Jan 1909

**Address** 68 Smiths Rd, Buckingham Palace, London, SW1A 1AA

**Phone** 07967 452323

**E mail** whatever@googlemail.com

**GMC Number** 4035767

**Be consistent in formatting.** Make sure your dates are all consistent- most recent at the top?

**Education and Qualifications**

**FRCA** Primary 1993

**MB BS** St Rob’s’s Hospital, London University 1990

**iBSc** Rob’s College, Oxford University 1987
Physiological Sciences

Maybe loose A levels?

**A levels** Maths E, Music B, Chemistry A 1885

**Most of you will have a Personal Statement here**

**- this will be your Unique Selling Points/highlights**

‘I’ve been described as..’

* Think of your unique qualities... and how what you’ve done shows them
* Did you do a BSc? What clubs you were in, sports, music etc. – What personal attributes did they bring out in you or show you e.g. ‘I led a tour to Devon of the UCL 4th Darts team- this involved booking transport, a tour van etc.’

Clinical

Education

Academic

QI/Pt experience

Other

* Do you have a sense of what you might like to do work wise- don’t worry if not!
* Look up a range of personal statements as a start

**Or if unlike me… you had Grants and Prizes- put them here- or in the personal statement**

**Career Aims** The one here is a bit un-aspirational- you can do better! Doesn’t matter if it doesn’t happen!!

My aim is to continue my NHS career in clinical anaesthesia and perioperative medicine combined with research and teaching. I would love to continue to deliver anaesthesia in a stimulating academic environment such as x and enjoy the combination of improving service delivery, ground-breaking research and training junior doctors that exists there.

What’s your plan- clinical and other?

**Current Post-Option 2 for later on in your career:** included only as examples of phrasing you might want to use

Only have this page if you’re in a reseach/Fellow post- otherwise leave

**Research Fellow in Anaesthesia, UCL Hospitals: 11th August 2008 - current**

**Clinical**

Patients are always at the centre of my work. I deliver efficient, patient centred perioperative care, anaesthetising for major urological, thoracic and gynaecology surgery as well as other regular clinical sessions. This has allowed me to develop great team working relationships with my surgical, anaesthetic and scrub nursing colleagues.

When required by the department I have anaesthetised for other specialities (gastrointestinal and bariatric surgery, vascular interventional, paediatric and ophthalmic surgery) often involving a mixture of general anaesthesia or sedation and regional blockade.

I run the Cardiopulmonary Exercise Testing service (CPET) at UCLH.

**Education**

ie have you tought others? Designed any other teaching?

I lead UCL's etc etc delivering myself over 70 teaching sessions a year. I have won 'UCL teacher of the year for the last 5 years- nominated by students and in 2018 was awarded UCL's 'David Jordan award' for Excellence in Enhancing Science in Medical Education. I am on the UCL Perioperative Masters Faculty and am developing a UCL iBSc module with colleagues. I lead and organise an annual novel course …for …..and continue to educate myself in areas of anaesthesia I am less familiar with. I enjoy being an active member of the department, regularly teaching trainees, organising a ……., mentoring the educational fellow and UCL undergraduates. The teaching *Youtube* sites I started have had over 200,000 views.

**Research-** you can write this at whatever ‘level’ you need

My MD thesis examined 'the human response to Endotoxin'. I have a close working relationship with academic members in the department (Dr Ramani Moonesinghe and my mentor Professor Monty Mythen) as well as the Clinical Educationalist in Perioperative Medicine (Dr David Walker). With them I am an investigator in large portfolio randomised controlled trials investigating how and why patients have complications after major surgery, ‘POM-O’ (see www.ucl.ac.uk/anaesthesia/trials) along with other trials ‘Optimize’, ‘EUSOS’ 'ISOS' and ‘Vision’. I run the centre for anaesthesia and perioperative medicine websites (www.ucl.ac.uk/anaesthesia).

**Audits**

I have performed + presented 2 audits whilst in this post leading to changes in practice. I was the site coordinator for the 2011 perioperative CEPOD report ‘Knowing the Risk’.

**Management**

I manage the clinical Cardiopulmonary Exercise Testing service at UCLH. When ‘Anaesthetist of the day’ I manage problems in theatre and help in the smooth running of the anaesthetic department. I have introduced the World Health Organisation’s ‘safe surgery’ checklist’ wherever appropriate in theatre.

**Be consistent in formatting.** Make sure your dates are all consistent- most recent at the top? This should be a list of your jobs. The list will get longer of course as you move through jobs. You can choose to put as much detail/little as you wish such as description of what each post involves..

**Foundation year Training**

FY3 in Intensive Care 4 Months

UCL Hospitals NHS Trust

FY3 in Anaesthesia 4 Months

Kingston Hospital NHS Trust

Dates

FY2 in Emergency Medicine 4 Months

Kingston Hospital NHS Trust

Dates

FY2 in Emergency Medicine 4 Months

Kingston Hospital NHS Trust

Dates

FY2 in Psychiatry 4 Months

Kingston Hospital NHS Trust

Dates

FY1 in Acute Medicine for the Elderly 4 Months

Royal Free Hampstead NHS Trust

Dates

FY1 in Urology and Colorectal Surgery 4 Months

Northwick Park Hospital

Dates

FY1 in Cardiology and Gastrointestinal Medicine 4 Months

Wexham Park Hospital

Dates

**Clinical Experience Summary- Tailored to job specification**

**E.g. Acute medicine**

**Write** about your experience/skills/procedures/feedback/areas

Perhaps include a paragraph on each of your jobs- what did you gain?

You may not want to put lots of detail here, or you may start early in your career putting lots of details or any other particular activity and then as you get more experience you may lose this level of detail….

**Research Post If relevant only**

iBSc research Project

Institute of Child Health, UCL

Start date – End date

Supervisors: Prof M G Mythen, Dr H Baxendale and Dr G Dixon

**Summary of Research If relevant only**

During my iBSc Project I attempted to answer some of the fundamental questions about the human antibody response to endotoxin, part of our natural ‘gut bacteria’. In particular, I discovered that some people appear to have low levels of antibodies to a variety of natural substances, a novel finding. I also undertook a collaborative trial that involved injecting volunteers in the USA with very small doses of endotoxin to try and develop a new way of mimicking reactions to surgery. In a collaborative study I showed that critically injured children are more likely to have ‘inflammation’ if they have low endotoxin antibody levels. In the laboratory I isolated, grew and characterised the cells making endotoxin antibodies and measured the levels of these antibodies in mothers and their newborn children.

**Publications If relevant - make sure formatting correct. Don't worry if you have none/few. Think of how you can write one e.g. a teaching article**

G.L. Ackland, T.E. F. Abbott, D Cain, MR Edwards, P Sultan, SN Karmali, AJ

Fowler, NJ MacDonald, A Reyes, L Gallego Paredes, JR Whittle, RCM Stephens, S. Woldman, R.A. Archbold,3 A. Wragg,3 E. Kam, T. Ahmad, A.W. Khan, E.Niebrzegowska, A Gutierrez del Arroyo Del Arroyo, R. M. Pearse

Preoperative systemic inflammation and myocardial injury: prospective observational multicentre cohort study of patients undergoing non-cardiac surgery *Submitted 2018*

**Abstracts, Poster Presentations and Letters**

**I lump these together as it makes it more impressive/less 'bitty'**

Letters to my Mother at School. Presented by Robert Stephens at the ASA meeting, San Francisco 2018

May S, Karmali S, Reyes A, Gallego Paredes L, Martir G, Stephens R, Brealey D, Ackland G. Serial holter recordings in non-cardiac surgery patients reveal postoperative autonomic impairment within 48 hours. BJA Research Forum/ARS Winter Meeting November 2017

**Teaching Experience**

Write a paragraph perhaps?

How can you start your own course? / help others? / MDT teaching

Have you taught school kids/outreach?

Have you made any teaching materials? YouTube education?

Have you attended any ‘how to teach’ courses yourself?

**Management and Leadership Experience**

**This may come later in your career.. but**

**Clinical**

I helped to implement the ….

**Quality Improvement, Audit and Patient Experience**

V relevant now of course.

**Colleagues**

I organised (with Dr Viki Mitchell) the physical space for FY1’s at ….

**Organising**

With 4 colleagues, I started, designed and organised the ongoing course ‘A practical introduction to Intensive Care’, teaching over 200 junior trainees a year….

**Societies**

Royal College of..

**Recent Conferences, Meetings and Courses**

**Good to break up into types of course I think. Avoid months as they’re irrelevant!**

**Tailor to job specification again? Or where you may be heading ..**

**Clinical Medicine**

Evidence Based Perioperative Medicine, London 2015

**Emergency and Life Support**

**Education**

Society for Education in Anaesthesia, Autumn meeting, USA 2018

**Lab Skills**

**Other- add as you need**

**Other Skills and Interests- my examples only- you are your own person!**

**Information Technology important to have now- often get 'points' for it**

I am proficient inMicrosoftWord, Excel, PowerPoint, SPSS (‘Statistical package for Social Sciences’) and Dreamweaver (website design). I designed, created and maintain the ‘UCL Centre for Anaesthesia’ website. I have 5million views on our educational YouTube site (not true!)

**Languages**

I am learning Xosa and am interested in learning how to say ‘123’ in as many languages as possible

**Music**

I have grade 8 piano, grade 6 ‘cello and ‘A’ level music. When at medical school I organised and conducted 10 concerts including ..

**Travel and Art**

My interest in Indian and Islamic Art and Architecture has led me to Eastern Turkey, Egypt, Israel and India. At university I was awarded the ‘Laurence Binyon Travel Prize’ for a trip to visit Islamic sites in Turkey and Egypt. I lived in Delhi, India for 2 months in 1998, from which I explored the region. In 2017 we hope to have a family holiday in Iran.

**Sport**

I rowed in the …… I used to run a 5-minute mile.

**Food and Drink**

I enjoy wine and love eating out, especially with my Axolotl Macy….

**Other**

You may speak other languages, have sports, artistic skills, politics, social activism or anything else that might make you more memorable at an interview!

**Referees**

Do ask your referees first- warn them if you’re applying for a job!