

Expression of Interest for:

Regional Academic Leader: Lismore Hub (Graduate Medicine, University of Wollongong)

- Fixed term, part-time appointment (0.2 FTE/7 hours per week, until December 2020)
- Based in the Lismore region (location TBC)
- Salary Details: Academic Level C: \$119,275 - \$134,649 (pro-rata) + superannuation + \$4,000 clinical loading
- Closing Friday 12 April 2019

The University of Wollongong (UOW) is amongst the top 20 modern universities world-wide with an outstanding reputation for world-class research and teaching across several disciplines. Health education occurs across an integrated network of learning centres with a strong presence in regional and rural communities. UOW is committed to improving the health and wellbeing of people living in these regions.

The School of Medicine (SOM) within the Faculty of Science, Medicine and Health (SMAH) is a multidisciplinary school with a range of undergraduate and postgraduate course offerings in the fields of Indigenous Health, Medical and Exercise Science, Medicine, Nutrition and Dietetics.

Lismore is one of ten rural sites where Graduate Medicine (GM) implements Phase 3 of its Doctor of Medicine (MD) program, a longitudinal integrated community-based clinical placement. Supported by a local administrator, this position will oversee the implementation of Graduate Medicine curriculum activities, specifically the Phase 3 program in the Lismore region of NSW. This will involve working collaboratively with medical and health practitioners (both hospital and community based), health administrators and the University, as well as the North Coast University Centre for Rural Health (UCRH) and other universities involved in the North Coast Medical Education Collaboration (NCMEC) to support medical student clinical placements in the region.

If you are interested in this opportunity, please forward a copy of your CV, including the names of two (2) referees and a brief cover letter addressing the selection criteria outlined in the attached Position Description, to Jade Rowland at jadet@uow.edu.au.

This EOI will close on Friday 12 April 2019.

For further information about this position, please contact Associate Professor David Garne on 02 4221 5139.

The University of Wollongong is committed to workplace equity, diversity and inclusion. We value and acknowledge the importance of our people's diverse experiences, talents and cultures. We embrace diversity a key component of attracting and retaining talent at UOW.



**FACULTY OF SCIENCE, MEDICINE AND HEALTH
SCHOOL OF MEDICINE – GRADUATE MEDICINE
POSITION DESCRIPTION**

Academic Position (*in addition to the Position Classification Standards*)

Position Title: Regional Academic Leader: Lismore
Level: C
Faculty/Division: Faculty of Science, Medicine and Health (SMAH)
School/Unit: School of Medicine - Graduate Medicine (GM)
Location: Lismore Hub

Primary Purpose of the Position:

The position falls under the ‘Direct Academic Appointments – Clinical’ Procedure (DAAC) which is a ratified procedure under the UOW Recruitment and Selection Policy. This procedure supports the employment of clinical academic staff via direct fractional appointments for extended periods of time within Graduate Medicine.

The Regional Academic Leader: Lismore will contribute to the successful implementation of an innovative curriculum in a graduate entry medical school along with the academic leadership of medicine in the Lismore region. They will work closely with the academic leadership of the North Coast University Centre for Rural Health (UCRH) based in Lismore to facilitate the development of and delivery of teaching and learning experiences for students on placement in the Lismore region, by coordinating the primary care, community and hospital-based learning activities in the region, and assisting with the provision of support to local clinicians in their education role. This position will be physically located in the Lismore region, and will support the coordination of student placements in the broader region extending from Kyogle in the west to Ballina in the east.

Position Environment:

The Faculty of Science, Medicine and Health (SMAH) is committed to quality outcomes delivered via a sustainable model where development and innovation are key elements of all that we do. SMAH is one of UOW’s five Faculties and incorporates the Schools of Chemistry, Biological Sciences, Earth and Environmental Science, Nursing, and the School of Medicine (incorporating Graduate Medicine). Our courses are offered at Main campus and across a range of regional and rural locations.

The School of Medicine (SOM) offers the Doctor of Medicine (MD) as well as courses in Exercise Science and Rehabilitation, Nutrition and Dietetics, Medical and Health Sciences and Health Sciences (Indigenous Studies). This structure provides opportunities for cross-disciplinary teaching and research.

Graduate Medicine (GM) aims to graduate excellent medical practitioners with a commitment to patient-centred, evidence-based, reflective and cost-effective medical practice, who have the capacity and desire to contribute to the enhancement of health care for persons in all geographic settings but particularly in regional, rural and remote communities. Closing the gap on Indigenous health and social outcomes is a priority and GM aims to produce culturally safe medical practitioners. The medical curriculum covers a diversity of content, encompassing biological and social sciences, clinical medicine, law, ethics, research and critical analysis, and personal and professional development. This provides a variety of opportunities for involvement in curriculum delivery for academic staff working alone and in interdisciplinary teams. The MD program is delivered primarily on two campuses located in Wollongong and Shoalhaven, as well as in numerous rural sites throughout NSW.

Major Accountabilities/Responsibilities:

| Responsibilities | | Outcomes |
|------------------|--|---|
| 1. | Assume a role of leading and coordinating implementation of medical student teaching and learning in Lismore/Ballina primary care, community and hospital based services, especially in the context of the North Coast Medical Education Collaboration (NCMEC). Work with the academic leadership of the UCRH in Lismore to facilitate the delivery of medical education in the Lismore region. | Excellent working relationships with other medical education providers are achieved. |
| 2. | Facilitate the delivery of Graduate Medicine education initiatives, in the Lismore area. Contribute to the teaching and assessment of Graduate Medicine medical students, and evaluation of the medical course. | A high standard of the curriculum is maintained and student feedback is incorporated. |
| 3. | Develop and establish functional networks with community clinicians and provide support to local clinicians in their education role. | Well-coordinated and supported medical student placements in the Lismore region, as per MD curriculum objectives. |
| 4. | Participate in Graduate Medicine committees as requested. | |
| 5. | Contribute to undertaking and supervising research relevant to the role of Graduate Medicine as required. | Strategic research goals are met. |
| 6. | Perform other duties as the Academic Leader; Community Based Health Education (CBHE), Director: Community, Primary Remote and Rural (CPRR) or the Head of School of Medicine SOM may determine from time to time. | |
| 7. | Supervisory roles: Communicate and consult with staff on workplace and staffing matters. | Direct relationships with staff are fostered and engagement with UOW, the UCRH and NCMEC is enhanced. |
| 8. | Observe principles and practices of Equal Employment Opportunity. | Fair treatment in the workplace is ensured. |
| 9. | Have WH&S responsibilities, accountabilities and authorities as outlined in the http://staff.uow.edu.au/ohs/commitment/responsibilities/ document. | A safe working environment for self and others is ensured. |

Reporting Relationships:

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| This position reports to: | Academic Leader: CBHE |
| This position supervises the following positions: | Although not a direct supervisory role, this position provides guidance and direction to the UOW Placement Facilitator: Lismore |
| Other key contacts: | Director UCRH Academic Lead Medicine Program (UCRH) |

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| | Head of School of Medicine Director: Community, Primary, Remote and Rural Head of Students (GM) Academic Staff: CPRR Professional Staff: CPRR |
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Key Challenges

- To ensure the MD curriculum is delivered in the Lismore region in a manner that is consistent with GM’s stated objectives.
- To develop positive working relationships with academic and professional staff of the other universities participating in NCMEC and with the Lismore UCRH as NCMEC’s coordinating organisation.

SELECTION CRITERIA - Knowledge and Skills:

Essential:

- Demonstrated skill in the provision of medical services in a regional/rural environment
- Demonstrated competence in teaching undergraduate or postgraduate medicine
- Excellent interpersonal and communication skills
- Demonstrated skills required to establish and maintain links between clinical practice and the University
- Enthusiasm and advocacy and care for student learning
- Demonstrated commitment to the personal professional and academic development of medical students
- Good organisational skills

Desirable:

- Demonstrated achievement in scholarly activities (such as presentations at professional meetings and/or publication in peer-reviewed journals and/or successful supervision of research students).

SELECTION CRITERIA - Education and Experience:

Essential:

- Eligibility for unconditional registration as a medical practitioner within NSW
- Demonstrated experience in establishing local networks with hospital and community clinicians
- Strong record in teamwork, mentoring and leadership

Desirable:

- Experience in course coordination at a tertiary level
- Higher degree or equivalent in a health discipline
- Fellowship with a relevant College.

Personal Attributes:

- Demonstrated understanding of and enthusiasm for the mission of Graduate Medicine.

Special Job Requirements:

The occupant of this position will be required to complete an annual Performance Enhancement and Career Development Record with biannual reviews together with the Academic Leader: Community Based Health Education.

The appointee will be required to travel at times to confer with other Graduate Medicine staff or attend meetings at other Graduate Medicine locations.

Organisational Chart:



Roles and Responsibilities in Relation to Workplace Health and Safety:

The University of Wollongong is committed to providing a safe and healthy workplace for its workers, students and visitors. All members of the University community have a collective and individual responsibility to work safely and be engaged in activities to help prevent injuries and illness.

In addition to the major accountabilities/responsibilities required for your position, you also hold the following roles and responsibilities in relation to Workplace Health and Safety:

All Staff

- Take reasonable care for your health and safety as well as others.
- Comply with any reasonable instruction by the University.
- Cooperate with any reasonable policies and procedures of the University including reporting of hazards or incidents via the University reporting process.
- Certain staff have specific responsibilities for Work Health and Safety (WHS), further information is available in the document [Roles and Responsibilities for WHS](#) and [WHS Management System](#).

Additional Responsibilities for Staff with supervisory responsibilities

- Ensure work area, equipment and practices are compliant with applicable legislation, standards, codes of practice and University guidelines.
- Ensure risk management activities are undertaken to minimise WHS risk including hazard and incident reporting, risk assessment and safe work procedures.
- Provide the necessary instruction, information, induction, training and supervision to enable work to be carried out safely.
- Ensure Work Health and Safety (WHS) activities and requirements are implemented for area as outlined in the [Roles and Responsibilities for WHS](#) and [WHS Management System](#).

Inherent Requirements:

This position description outlines the major accountabilities/responsibilities and the selection criteria against which you will be assessed as suitable for the position. As such there will be specific job requirements that we refer to as Inherent Requirements.

Inherent Requirements refer to your ability to:

- Perform the essential duties and functional requirements of the job;
- Meet the productivity and quality requirements of the position;
- Work effectively in the team or other type of work organisation concerned; and
- Do the job without undue risk to your own or others health, safety and welfare at work.

If you have any injuries, illness, disorder, impairment, condition or incapacity that may affect your ability to perform the inherent requirements of the position, we encourage you to discuss this with the University to assist in the process of identifying reasonable adjustments to enable you to perform the duties of the position. The University wants to place you in the best situation to use your skills effectively in the position you are applying for at the University.