

GSM POSITION DESCRIPTION

(In addition to the Position Classification Standards)

Academic Position # 141

Position Title:	Professor: Surgery / Associate Professor: Surgery
Level:	Level E- Professor or Level D – Associate Professor
Duration/Type	Continuing Appointment
Faculty:	Graduate School of Medicine (GSM)
Load:	1.0 FTE (ISLHD clinical contract will be negotiated)
Location:	One of the GSM/ISLHD Teaching hospitals

Primary Purpose of the Position:

The Professor / Associate Professor of Surgery has the primary purpose of functioning in the role of Academic Leader for Surgery within the GSM and the Illawarra and Shoalhaven Local Health Network (ISLHD). The successful applicant will be expected to both contribute to and provide clinical and academic leadership in the areas of research, teaching and clinical practice. This is an academic leadership position offering high capacity to “make a difference”.

The successful candidate will occasionally be based at the Shoalhaven Hospital where they will work with other Clinical Academic Staff to contribute to the MBBS clinical curriculum delivery and to supervise the GSM students’ clinical experience.

In regards the ISLHD Clinical contract, the primary responsibility for the position is the provision of academic medical services in surgery. Participation in a surgery on-call roster will be required by negotiation with Director of Surgical Services and Dean of the Graduate School of Medicine.

Position Environment:

The Graduate School of Medicine (GSM) is committed to quality outcomes delivered via a sustainable model where development and innovation are key elements of all that we do.

As a new school, the GSM is a supportive environment in which teamwork underpins the development and delivery of the new MBBS degree. The GSM 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. 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 teaching staff working alone and in interdisciplinary teams. The GSM operates on two campuses, in Wollongong and in Shoalhaven as well as in ten rural sites throughout NSW. Curriculum is delivered equitably in an integrated fashion to this geographically distributed environment.

Major Accountabilities / Responsibilities and Outcomes:

1	<p>Postgraduate Quality Assurance and Research Assume the senior leadership role for the development and implementation of surgical research initiatives. This involves assembling teams to contribute towards achievement of the initiatives. Contribute to the development of clinical, laboratory and education research programs, including supervision of higher degree research students in the GSM, IHMRI or other faculties or schools of the UOW</p>	<p>To ensure the GSM has research activities that address issues important to regional, rural and remote Australia.</p> <p>The GSM maintains national recognition for excellence and achieves international recognition in the area of medical education research.</p>	
2	<p>Specialist Clinical Services Lead development of clinical service, teaching and research in Surgery within the ISLHD with the appropriate clinical director of the service.</p>	<p>Delivery of clinical services and service development at a level commensurate with appointment to UOW teaching hospitals of the ISLHD</p>	
3.	<p>Undergraduate Education Assume the position of Academic Leader: Surgery within the GSM. The primary function of this position is to ensure the curriculum, including the planned clinical experiences, are reflective of what is considered required knowledge and skills of graduating medical students within the context of surgery. Contribute to the teaching, the development, implementation and grading of assessment activities throughout the medical course.</p> <p>Postgraduate Education Develop and facilitate education programs, activities and resources appropriate to the JMO, registrar and advanced trainee education and training programs in the UOW teaching hospitals of the ISLHD</p>	<p>To ensure the GSM curriculum reflects the advances in knowledge and skills that relate to surgery and delivers a quality curriculum to its students.</p> <p>To ensure that assessment activities reflect the curriculum and its associated learning outcomes.</p> <p>To contribute to the decision making processes related to curriculum and assessment issues.</p> <p>To assist in the development of the ISLHD post graduate school of clinical training</p>	
4.	<p>Participate in UOW governance as appropriate and as directed by UOW's Vice Chancellor or nominee. Participate, as requested by the Dean, on GSM Senior Executive Committee plus other senior GSM committees. Represent the GSM on local, state and national committees and task forces, as requested by the Dean. Perform other duties as the Dean and /or the Associate Dean: Teaching Hospitals may determine from time to time.</p>	<p>To ensure the GSM is represented in a professional and appropriate manner.</p>	
5.	<p>Observe principles and practices of Equal Employment Opportunity</p>	<p>To ensure fair treatment in the workplace</p>	
6.	<p>Have OH&S responsibilities, accountabilities and authorities as outlined in the OHS Roles and Responsibilities Document</p>	<p>To ensure a safe working environment for self & others.</p>	

Key Relationships:

Position Reports to:	Associate Dean: Teaching Hospitals
The position supervises the following positions:	Teaching staff of the Surgical Academic Units at all Teaching Hospitals.
Other Key Contacts:	Dean, GSM Other Associate Deans Academic Leaders of Themes and Case-based Learning, ISLHD Clinical Staff Phase Committee Chairs, GSM Manager: Clinical Placements GSM Curriculum Manager

Key Challenges:

1.	Assembling a team of persons interested in developing a focused surgical research agenda and securing external funding.
2	Developing a research agenda that has the potential to contribute to the advancement of surgery as an academic discipline.
3.	Developing effective working relationships with Academic Leaders from across the breadth of GSM
4.	Developing effective community engagement strategies

SELECTION CRITERIA - Knowledge & Skills:

Essential

- Clinically strong in surgery
- Strong record in teamwork, mentoring and leadership.
- Excellent interpersonal skills.
- Demonstrated leadership in innovative curriculum development initiatives that is relevant, practical and universal across various clinical settings
- Evidence of successful teaching using a variety of instructional strategies in a medical school.
- A strong PhD supervision record
- A record of successfully securing external funding for research initiatives

SELECTION CRITERIA - Education & Experience:

Essential:

- A medical degree (MBBS or equivalent)
- PhD or MD or equivalent
- Holder of FRACS, or equivalent
- Specialist qualification in Surgery registrable with AHPRA
- Eligibility for unconditional registration as a medical practitioner within Australia
- A distinguished record of successfully initiating and directing relevant, identifiable, research initiatives and managing research groups that relate to surgery
- Confirmation of scholarly activities, including publications in national and international peer reviewed journals.
- Background of successful leadership and mentoring of Academic Staff within a medical school environment and an ability to motivate staff.
- Significant previous experience in the management of surgical conditions
- Evidence of successful interactions with relevant Professional organisations.

Desirable:

- An understanding of health service structure, management, strategic direction and service development within Australia

SELECTION CRITERIA - Personal Attributes:

- A strong personal commitment to medical education, especially the education of medical students.
- A commitment to the vision of the GSM in addressing issues important to regional, rural and remote Australia.

Special Job Requirements:

Position will be primarily based at one of the GSM/ISLHD Teaching hospitals, but will require regular travel to and work on the Wollongong campus as well as the GSM's distributed rural locations, specifically in Nowra and Bowral.

Occupant will need to complete an Annual Career Development Record Interview as part of their UOW employment requirements. This will be conducted with the Associate Dean: Teaching Hospitals.

Approval:

Approved by Head of Unit: _____ Date: _____

Approved by Personnel: _____ Date: _____



POSITION CLASSIFICATION STANDARD - Teaching and Research

Level: D

Title: Associate Professor

Description

A position classification standard describes the broad categories of responsibility attached to academic staff at different levels. The standards are not exhaustive of all tasks in academic employment, which is by its nature multi-skilled and involves an overlap of duties between levels. **Therefore the standards should not be applied mechanistically. Quality of performance is the principal factor governing level of appointment of individuals, and a broadly-worded skill base is set out for each level.**

All levels of academic staff can expect to make a contribution to a diversity of functions within their institutions. Such functions include teaching research participation in professional activities and participation in the academic planning and governance of the institution. The balance of functions will vary according to level and position and over time.

- General Standard
- Specific Duties
- Skill Base

General Standard

A Level D academic is expected to make a significant contribution to all activities of the organisational unit or interdisciplinary area and play a significant role within their profession or discipline. Academics at this level may be appointed in recognition of distinction in their disciplinary area.

Specific Duties

Specific duties required of a level D academic may include

- The conduct of tutorials, practical classes, demonstrations, workshops, student field excursions, clinical sessions and studio sessions .
- The development of and responsibility for curriculum/programmes of study.
- Course co-ordination.
- The preparation and delivery of lectures and seminars.
- Supervision of major honours or postgraduate research projects.
- Supervision of the program of study of honours students and of postgraduate students engaged in course work.
- The conduct of research, including, where appropriate, leadership of a major research team.
- Significant contribution to the profession, and/or discipline.
- High level administrative functions.
- Consultation with students.
- Marking and assessment.
- Attendance at departmental and faculty meetings.

Skill Base

A Level D academic will normally have the same skill base as a Level C academic. In addition there is a requirement for academic excellence which may be evidenced by an outstanding contribution to teaching and/or research and/or the profession.



POSITION CLASSIFICATION STANDARD - Teaching and Research

Level: E
Title: Professor

Description

A position classification standard describes the broad categories of responsibility attached to academic staff at different levels. The standards are not exhaustive of all tasks in academic employment, which is by its nature multi-skilled and involves an overlap of duties between levels. **Therefore the standards should not be applied mechanistically. Quality of performance is the principal factor governing level of appointment of individuals, and a broadly worded skill base is set out for each level.**

All levels of academic staff can expect to make a contribution to a diversity of functions within their institutions. Such functions include teaching research participation in professional activities and participation in the academic planning and governance of the institution. The balance of functions will vary according to level and position and over time.

- General Standard
- Specific Duties
- Skill Base

General Standard

A Level E academic is expected to exercise a special responsibility in providing leadership and in fostering excellence in research, teaching and policy development in the academic discipline within the department or other comparable organisational unit, within the institution and within the community, both scholarly and general.

Specific Duties

Specific duties required of a level E academic may include

- Provision of a continuing high level of personal commitment to, and achievement in, a particular scholarly area.
- The conduct of research.
- Fostering the research of other groups and individuals within the department or other comparable organisational unit and within the discipline and within related disciplines .
- Development of research policy.
- Supervision of the program of study of honours students or of postgraduate students engaged in course work.
- Supervision of major honours or postgraduate research projects.
- Making a distinguished personal contribution to teaching at all levels.
- The conduct of tutorials, practical classes, demonstrations, workshops, student field excursions, clinical sessions and studio sessions.
- The preparation and delivery of lectures and seminars.
- Consultation with students.
- Marking and assessment.
- Playing an active role in the maintenance of academic standards and in the development of educational policy and of curriculum areas within the discipline.
- Developing policy and being involved in administrative matters within the department or other comparable organisational unit and within the institution.
- Participating in and providing leadership in community affairs, particularly those related to the discipline, in professional, commercial and industrial sectors where appropriate.

Skill Base

A Level E academic shall have the same skill base as a level D academic but will be recognised as a leading authority in the relevant discipline area.