

GSM POSITION DESCRIPTION

Academic Staff Position # 17

Position Title:	Academic Leader: Clinical Skills
Level:	Level C (Snr Lecturer)
Duration /Type	Continuing Appointment
Faculty:	Graduate School of Medicine (GSM)
Load:	1.0 FTE (or 2 X 0.5 FTE)
Location:	Either the Wollongong or the Shoalhaven Campus

Primary Purpose of the Position:

This position plays a major role in the development and delivery of teaching and learning experiences for students that develop their acquisition of clinical skills and competencies by offering leadership and guidance to the Academic Clinical Skills staff. The Academic Leader will lead the teams at both campuses, thus ensuring the development and delivery of quality clinical skills activities, including the facilitation of small group teaching and learning, participation in formative and summative assessment of students, and contribution to research and course evaluation.

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 offers 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 primarily on two campuses, located in Wollongong and Shoalhaven, as well as in 12 rural sites throughout NSW. Curriculum is delivered equitably in an integrated fashion to this geographically distributed environment.

Major Accountabilities/Responsibilities:

Responsibilities	Outcome	Office Use Only
1 Teaching & Assessment: Provide academic and clinical leadership to support the development of Clinical Skills learning activities and clinical competency assessments. Collaborate with the Associate Dean: Teaching Hospitals, Clinical Skills Coordinator and Tutors, Patient Volunteer Co-ordinators and Clinical Skills Technicians to ensure the delivery of a high quality clinical skills programme. Facilitate small group teaching and learning in the clinical skills. Develop and deliver formative and summative assessments of students' clinical competencies.	Clinical Skills Curriculum is delivered in a competent manner with full participation of all stakeholders. MBBS Students will have access to qualified Clinical Skills staff to guide their learning and assessment. Effective assessment of the competencies of students.	
2. Student Governance: Foster the personal, professional and academic development of medical students.	Students are appropriately supervised, supported and monitored in a process that is educationally sound, and effectively integrated within the MBBS curriculum.	
3. Planning & Evaluation Lead the evaluation of clinical skills activities. Participate in the strategic planning of the GSM, alongside the Associate Dean: Teaching Hospitals, to ensure the Clinical Skills budget, staffing and curriculum delivery are in line with this strategic vision.	A thorough evaluation will be undertaken and Clinical Skills Programme is strategically directed, resourced and delivered.	
4. Research: Contributing to the GSM's research strategy, especially in relation to clinical education, and working with skills staff to facilitate their research activities.	Research profile of the Clinical Skills staff will be enhanced.	
5. Team work: Perform other duties as the GSM Dean or Associate Dean: Teaching Hospitals may determine from time to time, including any necessary governance responsibilities.	To flexibly contribute to the needs of the School of Medicine.	
6. Have OH&S responsibilities, accountabilities and authorities as outlined in the OHS Roles and Responsibilities Document and Observe principles and practices of Equal Employment Opportunity	To ensure a safe working environment and fair treatment in the work-place.	

Reporting Relationships:

Position Reports to:	Associate Dean: Teaching Hospitals
The position supervises the following positions:	Clinical Skills Academic Staff
Other Key Contacts:	Clinical Skills Coordinator Patient Volunteer Coordinators Clinical Skills Technical Staff Clinical Skills External Tutors Phase Chairs Curriculum Manager Academic Leaders of Themes Executive Manager

Key Relationships:

Contact/Organisation:	Purpose & Frequency of contact
Associate Dean: teaching Hospitals	Regular
Clinical Skills Academic Staff	Daily
Clinical Skills Coordinator	Daily
Patient Volunteer Coordinators	Daily
Clinical Skills Technical Staff	Regular
Clinical Skills External Tutors	Regular
Phase Chairs	Regular
Curriculum Manager	As Required
Academic Leaders of Themes	As Required
Executive Manager	As Required

Key Challenges:

1. To lead the design and development of clinical skills learning and assessment activities so as to achieve competency assessments that are international best practice
2. To establish and maintain relationships with colleagues at Wollongong and Shoalhaven campuses to ensure that equity is achieved through equivalence of the curriculum.
3. To develop and maintain learning activities involving clinical simulations

Selection Criteria: Knowledge & Skills

Essential:

- Demonstrated extensive knowledge of clinical practice and understanding of the clinical competencies required for the practice of medicine
- Demonstrated strong commitment to the personal, professional and academic development of medical students
- Demonstrated strong organisational skills and excellent communication skills both written and verbal
- Demonstrated experience and/or interest in clinical simulations
- Demonstrated Enthusiasm, advocacy and care for student learning

Selection Criteria: Education & Experience

Essential:

- University degree in medicine
- Experience in the leadership of a team and ability to work with a range of health professionals towards a common goal.
- Unrestricted registration as a medical practitioner within Australia and New Zealand or eligibility for the same
- Experience in education, training and /or curriculum development in undergraduate or postgraduate medicine.
- Interest and ability to engage in clinical education research

Selection Criteria: Personal Attributes

- A personal commitment to high quality education.
- A personal commitment to medical education in regional, rural and remote settings.

Special Job Requirements:

Will be required to travel:

- between Shoalhaven Campus and Wollongong Campus regularly,
- to the GSM teaching hospital locations on occasion
- to the GSM's distributed, rural locations – but not frequently.

Organisational Chart # 17:

Available on request

Approval:

Approved by Head of Unit: _____

Date: _____

Approved by Personnel: _____

Date: _____