

GSM POSITION DESCRIPTION

(In addition to the Position Classification Standards)

Academic Staff Position # 125

Position Title:	Senior Lecturer: Surgery
Level:	Level C
Duration / Type:	Continuing Appointment
Faculty:	Graduate School of Medicine
Load:	1.0 FTE
Location:	Wollongong Campus and ISLHD Teaching Hospital

Primary Purpose of the Position:

This position is responsible for participation in the development and delivery of the MBBS curriculum of the GSM. This will require a mixed clinical and academic practice allowing for clinical teaching and for participation in all committees and activities required to develop, revise, deliver and maintain the MBBS and, when appropriate, programmes of other faculties or schools of UOW.

Other responsibilities will include:

1. Participation in the surgical roster as required by clinical participation within the hospitals of the ISLHD.
2. Specialist surgical clinical practice at a level commensurate with appointment as a specialist clinical academic at UOW and within the UOW teaching hospitals of the ISLHD, especially the Wollongong Hospital.
3. Contributing to the development and implementation of medical research and education research in the GSM, in other organisations within the UOW especially the IHMRI and in the teaching hospitals and other health care facilities of the ISLHD.

Position Environment:

The 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 Graduate School of Medicine (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 diverse range of content, encompassing a wide range of biological and social science, clinical medicine, law, ethics, research and critical analysis and personal and professional development. This provides a wide range of opportunities for involvement in curriculum delivery for teaching staff working alone or 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:

Responsibilities		Outcome	Office Use Only
1.	Specialist Clinical Services Lead development of clinical service, teaching and research in the surgical specialty to which appointed within the ISLHD.	Delivery of clinical services and service development at a level commensurate with appointment to UOW teaching hospitals of the ISLHD	
2.	Undergraduate Education Develop and facilitate education programs, activities and resources appropriate to all phases of the MBBS 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	To ensure the GSM curriculum reflects the advances in knowledge, skills and personal attributes appropriate for newly qualified doctors. To assist in the development of the ISLHD post graduate school of clinical training	
3.	Undergraduate Quality Assurance and Research Work with the Dean of the GSM, Professor of Surgery and other academics of the GSM and in committees and working groups of the GSM to develop and manage the tuition, assessment and research program of the GSM and ISLHD. 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 Postgraduate Quality Assurance and Research Within the UOW/ISLHD teaching hospitals lead research and quality assurance in clinical service delivery, teaching and training.	To ensure the GSM delivers a quality curriculum to its students, and that assessment activities reflect the curriculum and its associated learning outcomes. The GSM maintains national recognition for excellence and achieves international recognition in the area of medical education research.	
4.	Undertake other duties at the direction of the Dean or the Associate Dean: Teaching Hospitals.	All responsibilities are met by staff.	
5.	Observe principles and practices of Equal Employment Opportunity	There is fair treatment in the workplace.	
6.	Have OH&S responsibilities, accountabilities and authorities as outlined in the OHS Roles and Responsibilities Document	There is a safe working environment for self & others.	

Reporting Relationships:

Position Reports to:	Associate Dean: Teaching Hospitals (via Professor of Surgery)
Other Key Contacts:	Dean, GSM. Professor of Surgery Regional Academic Leader: Wollongong Hospital Head of appropriate clinical department ISLHD All GSM Hospital Based Academic Staff Academic Leaders of other Clinical Disciplines Manager: Clinical Placements Academic Leaders of Themes and Phases Curriculum Manager

Key Relationships:

The appointee is expected to have regular communications with key contacts as detailed below:

Contact/Organisation:	Frequency of contact
Professor of Surgery	Daily
Associate Dean: Teaching Hospitals.	Weekly
Dean	If Required
Regional Academic Leader: Wollongong Hospital	Regular
Head of appropriate clinical department ISLHD	Regular
Manager: Clinical Placements	As required
Academic Leaders of Themes and Phases	As required
Academic Leaders of other Clinical Disciplines	As required
Curriculum Manager	As required

Key Challenges:

1. Within a developing health service network, foster clinical practice, clinical organisation and service delivery, and undergraduate and post-graduate teaching and training appropriate to a university teaching hospital.
2. Foster development of programmes of clinical, non-clinical and educational research in the teaching hospitals and health care facilities of the ISLHD and UOW including campus based facilities and regional facilities servicing the dispersed teaching sites involved in delivery of all phases of UOW's GSM MBBS programme.
3. Be an ambassador for UOW, the GSM and the GSM MBBS programme.

Selection Criteria - Knowledge & Skills:

Essential:

- Specialist qualifications accredited by the RACS in a discipline of surgery relevant to the current service delivery profile of the teaching hospitals of the ISLHD hospitals
- Demonstrated high level expertise within that surgical specialty
- Demonstrated commitment to and ability to develop and deliver undergraduate and post-graduate clinical education and training.
- Well-developed, effective interpersonal and communication skills
- Demonstrated ability to work in a team environment
- Ability to motivate and engender team work
- Demonstrated ability to facilitate large and small group learning activities

Desirable:

- Demonstrated understanding of the educational theory, methods and research relevant to the delivery of education in face-to-face and technological environments.
- A demonstrated research profile

Selection Criteria - Education & Experience:

Essential:

- Undergraduate medical degree (MBBS or equivalent) qualifying the candidate for medical registration in Australia
- FRACS or equivalent acceptable to the RACS, Medical Board of Australia Specialist Registration and the Clinical Privileges and Credentialing Committees of the teaching hospitals and health care facilities of the ISLHD.

Desirable:

- Post-graduate degree such as PhD or MD, completed or nearing completion in a relevant discipline
- Post-graduate qualification in higher education teaching (e.g., MEd) or other teaching qualification
- Demonstrated ability in developing and implementing research and research supervision in medicine or a related scientific and/or educational field.

Selection Criteria - Personal Attributes:

- A personal commitment to the delivery of clinical services of high quality and to medical education.

Job Requirements:

Position is based at Wollongong Hospital campus but will require some travel to and work on Wollongong and Shoalhaven campuses as well as the distributed rural locations serving the UOW GSM MBBS program.

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

Organisational Chart: Position # 125

Available on request

Approval:

Approved by Head of Unit: _____

Date: _____

Approved by Personnel: _____

Date: _____



POSITION CLASSIFICATION STANDARD - Teaching and Research

Level: C

Title: Senior Lecturer

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 C academic is expected to make significant contributions to the teaching effort of a department, school, faculty or other organisational unit or an interdisciplinary area. An academic at this level is also expected to play a major role in scholarship, research and/or professional activities.

Specific Duties

Specific duties required of a Level C academic may include

- The conduct of tutorials, practical classes, demonstrations, workshops, student field excursions, clinical sessions and studio sessions.
- Initiation and development of course material.
- 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.
- Significant role in major research projects, including, where appropriate, leadership of a research team.
- Involvement in professional activity.
- Consultation with students.
- Broad administrative functions.
- Marking and assessment.
- Attendance at departmental and/or faculty meetings and a major role in planning or committee work.

Skill Base

A Level C academic will normally have advanced qualifications and/or recognised significant experience in the relevant discipline area. A position at this level will normally require a doctoral qualification or equivalent accreditation and standing. In determining experience relative to qualifications, regard shall be had to teaching experience, experience in research, experience outside tertiary education, creative achievement, professional contributions and/or to technical achievement. In addition a position at this level will normally require a record of demonstrable scholarly and professional achievement in the relevant discipline area.