

Position Description

Position Title	Censor-in-Chief	Reporting to	Chief Executive Officer / Board (director role)
Business Unit	Office of the CEO	Direct reports	None
Classification	SMB 2	Date	2 May 2024

Our Organisation

The Royal Australian College of General Practitioners (RACGP) is the voice of General Practitioners (GPs) in our growing cities and throughout rural and remote Australia. For more than 60 years, we've supported the backbone of Australia's health system by setting the standards for education and practice and advocating for better health and wellbeing for all Australians.

We cultivate a stronger profession by helping the GPs of today and tomorrow continue their professional development throughout their careers, from medical students and GPs in training to experienced GPs. We develop resources and guidelines to support GPs in providing their patients with world-class healthcare and help with the unique issues that affect their practices. We're a point of connection for GPs serving communities in every corner of the country.

Australia's GPs see more than two million patients each week, and support Australians through every stage of life. The scope of general practice is unmatched among medical professionals, so the RACGP supports members to be involved in all areas of care, including aged care, mental health, preventative care and Aboriginal and Torres Strait Islander Health.

Patient-centred care is at the heart of every Australian general practice and at the heart of everything we do.

Our Values

RACGP Employees are expected to uphold our workplace values:



Progressive leadership Forward thinking and proactive leaders who lead by example and empower employees to create and drive innovation



Quality Honouring our Organisational Vision and Mission Statement by constantly striving for excellence in service delivery and advancement in the field



Ethics Committed to acting with morality, integrity, and transparency in serving the best interests of all stakeholders



Professionalism Dedicated professionals who respect and collaborate with others and are fully accountable for their actions.

Role Overview

The Censor-in-Chief advances academic excellence by providing training and education governance expertise. The role is an elected office under the terms of the *RACGP Constitution* (cl. 65) and is responsible for providing academic leadership in setting standards for academic quality and integrity academic governance policy advice, and guidance on educational matters across the organisation. The Censor-in-Chief is also appointed as a Board director (*Constitution* cl. 60(a)) and has legal and common law responsibilities and duties. The Board of Directors is responsible for ensuring the RACGP fulfils its charitable purpose, objectives and meets all the legal responsibilities consistent with 'best practice' corporate governance. In performing its role, the Board aspires to excellence in governance. The Board's role is one of stewardship on behalf of the RACGP's members and other stakeholders to ensure that the RACGP remains sustainable and has a long-term future.

The Censor-in-Chief is an Executive Director and works closely with the Board, the Chief Executive Officer, the Executive team and Medical Educators. Additionally, the Censor-in-Chief works with and is supported by the Council of Censors and its individual members. The Censor-in-Chief role is part-time and administrative support is provided by staff members in the Education business Unit. The role will be expected to support the activities of the Governance Taskforce, which has been convened by the Board to modernise the RACGP's *Constitution* and strengthen the Board's structure.

Censor-in-Chief Responsibilities

On behalf of the Board:

- Ensure that the RACGP adopts an equitable, defensible, nationally consistent, and co-ordinated approach to establishing and maintaining education and general practice training standards across all pathways to Fellowship of the RACGP.
- Provide oversight to certification, re-certification and eligibility issues; and to the recognition of qualifications and general practice experience.
- Ensure an assessment framework that is fit for purpose, evidence-based and contemporary.
- Ensure an education governance framework is in place that clearly articulates aspects of accountability, authority, and decision-making.
- Provide leadership, quality assurance, and oversight of the educational, assessment and accreditation components of RACGP international partnerships including the current conjoint arrangements. This includes ensuring that the requirements of assessment and accreditation service agreements are met by both the RACGP and the international partners.
- Chair committees in accordance with their terms of reference.
- Provide advice to the Board and the CEO on the education and training aspects of the RACGP's strategy, priorities and risk management.
- Make determinations according to policy and in line with delegated authority, including exemptions to policy, special consideration and exam arrangements and training program eligibility.
- Adjudicate on cases which are not clearly covered by policy and guidance material.
- Review and ratify education policy in-line with delegated authority.
- Ratify admission to Fellowship on the recommendation of the relevant Censor.
- Ensure workplace health & safety standards are in place and act as a safety role model to ensure the safety of all people through appropriate anticipation, identification, and mitigation of risks.
- Ensure through your leadership approach that an inclusive working environment & culture thrives within the RACGP that focuses on outcomes for our employees that improve engagement, retention, development, and productivity.
- Develop talent and ensure diverse talent pipelines to provide succession candidates for all key leadership positions.
- Comply with all relevant workplace policies and procedures.

Board Director Responsibilities

- Perform duties as required by the Australian Charities and Not for Profits Governance Standards and under the *Corporations Act 2001*.
- Be familiar with and adhere to the RACGP Constitution and policies.
- As part of the Board, determine and work within the strategic and policy direction of the College.
- Actively contribute to the work of RACGP committees, Taskforces and Working Groups and represent the College on external committees.
- Understand, declare and manage any potential conflicts of interest especially those arising from vested interests.

- Contribute positively to the future development and forward view of the College within the changing health environment of the nation.

Enabling documentation

- Constitution
- Letter of appointment
- Consent to Act
- Director identification Number

Qualifications and Experience

Essential

- Fellowship of the RACGP.
- Current unrestricted medical registration with the Australian Health Practitioner Regulation Agency.
- Deep understanding of the Australian Medical Council accreditation standards.
- Education qualifications and/or experience in developing, delivering, and evaluating education and assessment in a General Practice context.
- Have significant understanding of the RACGP's Fellowship and Assessment Pathways, policies, and training standards.

Highly Desirable

- Tertiary qualification in medical education.
- Previous Board director experience and Chairing skills.

Your Relationships

The role requires interaction with internal and external stakeholders including:

Internal:

- RACGP Board Chair
- RACGP President
- RACGP Board of Directors .
- Chief Executive Officer
- RACGP Executive Team
- Heads of CPD, Assessment, Education Strategy and Governance
- Council of Censors
- National Director of Training
- National Clinical Leads
- Company Secretary
- Board Coordinator
- RACGP Team Members

External:

- RACGP members
- Department of Health
- General Practice Supervisors Australia (GPSA)
- General Practice Registrars Australia (GPRA)
- Australian Medical Council
- Medical Board of Australia