

# Position Description

Position Title	Censor (National Aboriginal and Torres Strait Islander Health Faculty)	Reporting to	National Clinical Lead - Assessment Operations & Committee Liaison
Business Unit	Education	Direct reports	Nil
Classification	Clinical 2	Date	September 2023
Other	This is an Aboriginal and Torres Strait Islander Identified Position, classified under 'special measures' of section 12 of the Equal Opportunity Act 2010. Only Aboriginal and Torres Strait Islander people are eligible to apply.		

## 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.

## Your Team

The Education Business Unit plays a critical role in ensuring that the RACGP has the right mechanisms to support, review and maintain Education and Training standards for all aspects of a GP's training and education across the lifelong journey of General Practice. In maintaining the Education and Training standards, Education teams develop and deliver educational activities, Fellowship examinations, set and apply eligibility, selection and entry criteria for Fellowship pathways, and implement the RACGP's strategic vision.

The functions of Education include:

- Medical Educators and Censors
- Assessment
  - Innovation
  - Selection and Fellowship Exam Development and Delivery
  - Eligibility
  - Selection Programs
  - Education Support
- Education Governance and Development
  - Education Standards and Curriculum
  - Education Strategy & Development
  - Accreditation
  - Education Governance – Committees and Policy
  - Digital Education
  - Evaluation, Quality & Research
- Continuing Professional Development (CPD)
  - CPD Projects
  - CPD Operations
  - CPD Marketing and communications
  - CPD Program Coordinators and Faculty Support
  - Leadership and Mentoring Programs

## Your Role

The role of a Censor is an important one in maintaining the standards, fairness and integrity of the RACGP Fellowship program.

Censors make determinations and provide advice on matters pertaining to the RACGP Fellowship and provide recommendations on the suitability of candidates for admission to Fellowship of the RACGP (FRACGP or FRACGP RG).

Censors play a vital role in RACGP life by supporting candidates as they progress to Fellowship.

The Censor for the National Faculty of Aboriginal and Torres Strait Islander Health provides support for Aboriginal and Torres Strait Islander candidates, ensures RACGP education services reflect Aboriginal and Torres Strait Islander values perspectives and priorities, and enhance the quality and effectiveness of cultural awareness and cultural safety training for general practitioners.

## Key Responsibilities

- Attendance at designated meetings
- Review of documentation and provision of feedback (policy, guidelines, determinations, materials for exams, education and assessment)
- Ratification of exam results
- Determination of exam incidents and compensation levels
- Advocacy and support for Aboriginal and Torres Strait Islander GPs in training
- Designee for fellowship matters and advice specifically for doctors working in Aboriginal and Torres Strait Islander health and the community and health services involved in training
- Participate in the delivery of feedback for examination performance (as appropriate)
- Contribute to implementation of Aboriginal and Torres Strait Islander Cultural Health training framework

- 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
- Comply with all relevant workplace policies and procedures.
- Other duties as required
- Participate in the RACGP Performance Review Cycle.

## Qualifications and Experience

### Essential

- A Bachelor of Medicine and Bachelor of Surgery (MBBS), or equivalent
- Fellowship of the Royal Australian College of General Practitioners (FRACGP)
- Experience at providing high level strategic advice
- Understanding of the educational, assessment and training needs of GPs seeking admission to FRACGP
- Skilled in high level policy development as applied to GP Education and training standards;
- Demonstrated analytical skills
- Understanding of quality assurance in education
- Able to interpret and apply policy
- Excellent written and verbal communication skills and experience presenting to senior management, Boards, Councils and committees
- Proven networking and relationship management skills
- Proficiency in a range of software applications
- Current unrestricted medical registration with the Australian Health Practitioner Regulation Agency.

### Highly Desirable

- Post-graduate qualifications in education or a further medicine/health related field.
- Experience undertaking analysis and determining evidence-based learning and development solutions in an education environment
- Industry sector experience in primary health care and particularly in Aboriginal and Torres Strait Islander Health
- Experience in quality assurance in education
- Experience as an RACGP examiner

## Your Relationships

Your role requires interaction with internal and external stakeholders including:

### Internal:

- Censors & Censor in Chief
- Head of Aboriginal and Torres Strait Islander Cultural and Health Training
- Education and Training Division employees
- National Clinical Leads – Aboriginal and Torres Strait Islander Cultural and Health Training
- National Faculty Aboriginal and Torres Strait Islander Health Manager
- National Faculty Aboriginal and Torres Strait Islander Health Chair
- RACGP local and regional training teams

### External:

- Australian Medical Council (AMC)
- General Practice Registrars Australia (GPRA)
- General Practice Supervisors Australia (GPSA)
- Indigenous General practice Registrars Network (IGPRN)
- RACGP Medical Education Network

- Other GP education and training stakeholders
  - Australian Health Professions Regulation Authority (AHPRA) / Medical Board of Australia
  - Australian Indigenous Doctor's Association (AIDA)