

Position Title	Lead Medical Educator – Exam Support	Reporting to	National Clinical Lead - Assessment
Business Unit	Profession-Led Training	Direct reports	0
Classification	0.4 – 0.6 FTE	Date	August 2022

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 RACGP is currently undertaking a complex transition program to establish its new Profession-Led, Community-Based Training (PLT) capability to train medical doctors in General Practice as a key component of the Department of Health's Australian General Practice Training (AGPT) Program. The PLT transition is a fundamental change to the delivery of GP training in Australia, providing an opportunity to improve the quality, safety and accessibility of GP services for all Australians. This transition will build new capabilities from the ground up as well as transfer capabilities from the existing Regional Training Organisations that currently provide AGPT training services. A growing team is in the process of defining, planning and implementing this business transformation program, with a range of inter-related projects in-flight or being established.

Your Role

To support transition activities, we are seeking a senior Medical Educator to utilise their subject matter expertise in developing the Exam Support module of the Education program. This role is for a fixed term contract until March 2023 with the opportunity to move into an ongoing role post transition.

In the development of the Exam Support module, you will be working closely with the Principal Medical Educator, the National Clinical Lead – Assessment, Manager Assessment Innovation, Lead Medical Educator Transition, the Education Program Team, wider-RACGP and RTO subject matter experts as required.

The successful candidate will have an excellent understanding of the AGPT training program and application of the RACGP curriculum and syllabus to program delivery. They will have extensive experience in the development of educational activities, excellent written and verbal communication skills and a demonstrated ability to work collaboratively and meet tight timelines.

Key Responsibilities

Under the auspice of the Education Program and with reference to the RACGP's curriculum and syllabus, core education program, and the RTOs' existing programs as shared:

- Lead, with the support of the Program Lead for the Education Program Development project, the development of an AGPT exam preparation program that can be delivered regionally that avoids duplication and complements the exam preparation courses that the RACGP is required to offer to all exam candidates.
- Work with the Education Program team to ensure that project timelines are met
- Comply with all relevant workplace policies and procedures
- Other duties as required

Key selection criteria

Experience, Knowledge and Skills

- Strong understanding of RTO education programs
- Strong understanding of the application of RACGP curriculum and syllabus to program delivery
- At least 4 years' experience as a medical educator in Australian GP training.
- Understanding of and experience in contemporary approaches to GP teaching and learning.
- Experience in the development of educational activities content and learning outcomes.
- Sound understanding of RACGP assessment processes.
- Ability to work effectively, flexibly, and collaboratively with colleagues.
- High level written and verbal communication skills.
- Proficiency in using the Microsoft suite including SharePoint and Zoom.

Qualifications and Experience

Essential

- Fellowship of RACGP
- Current AHPRA registration

Desirable

- Post-graduate qualification in education

Your Relationships

Your role requires interaction with internal and external stakeholders including:

Internal (RACGP):

- Education Program Project Manager
- Principal Medical Education Advisor
- National Clinical Lead – Assessment
- Manager – Assessment Innovation
- Lead Transition Medical Educators
- Education Program team Council of Censors
- Project oversight team
- RACGP Medical Educators
- Other internal stakeholders as required

External (RTOs):

- Medical educators
- Learning support team members e.g. Training coordinators or equivalent
- Other external stakeholders as required

Workplace Behaviours

In your role, you are expected to:

- Exhibit good leadership
- Have an engaging style and be able to enthuse others
- Be innovative and have a creative outlook
- Show compassion, patience, initiative and flexibility
- Positively influence others
- Take initiative
- Focus on service
- Make effective decisions
- Be transparent
- Be respectful
- Be flexible and adaptive
- Strive for excellence
- Demonstrate integrity
- Be accountable
- Collaborate