

Position Description

Position Title	GP Journalist, <i>newsGP</i>	Reporting to	Editor, <i>newsGP</i>
Business Unit	Member Experience	Direct Reports	N/A
Classification	Level D	Date	April 2023

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

Member Experience exists to facilitate services and products that connect members to the RACGP. The business unit plays a critical role in ensuring that the RACGP has the right mechanisms to seek out, listen to, clarify, assess, prioritise and feedback the views of the RACGP's members, and to provide them with a facilitated community of practice where they can come together to gain and share knowledge, resources and experience.

newsGP sits within the Content & Creative team, which also produces and distributes titles such as the *Australian Journal of General Practice (AJGP)*.

Your Role

The role is best suited to a GP or registrar who has obtained registration or is on a recognised pathway and who has a strong writing background. The GP Journalist will be responsible for producing daily *newsGP* articles often, though not exclusively, from a clinical angle, ultimately from the viewpoint of, 'how will this help a GP in their day-to-day practice?' They'll work closely with internal experts to deliver clear, concise copy. The ability to liaise and maintain positive relationships with a variety of internal stakeholders is vital.

The GP Journalist will work with the Editor of *newsGP* to gather information and report on issues relevant to the members of the RACGP. They'll be required to:

- research and write news-focused articles, profiles and feature articles
- contribute to the editorial agenda by suggesting ideas for stories and innovative ways of covering these issues
- be aware of current issues in the medical and healthcare fields
- provide insight into everyday challenges that GPs face to help inform content
- ensure all copy is filed to agreed deadlines.

Key Responsibilities

- Research and write news, feature and profile articles for the *newsGP* platform
- Translate complex information into clear, easy-to-understand language
- End-to-end coordination of writing projects
- Develop effective relationships with key internal and external stakeholders
- Liaise across internal teams to support the delivery of best practice content writing
- Tailor content to ensure it's aligned to the RACGP's values and voice
- Participate in the RACGP performance review cycle
- Comply with all relevant workplace policies and procedures.
- Other duties as required.

Qualifications and Experience

Essential

- Obtained registration or on a recognised pathway to being a GP in Australia
- Strong writing experience, preferably in a health-related field
- An understanding of issues facing the Australian health sector
- Experience with writing for the digital environment
- Proficiency in Microsoft Office programs
- Obtained registration or on a recognised pathway to being a GP in Australia

Highly Desirable

- Experience editing and proofreading medical content
- Understanding of issues specific to general practice in Australia

- Under-graduate qualification in a journalism-related discipline

Your Relationships

Your role requires interaction with internal and external stakeholders including:

Internal:

- RACGP staff
- Journalists
- Graphic designers
- Production coordinator
- Website manager
- Other RACGP departments

External:

- Printers
- Advertising managers
- Authors
- GPs
- RACGP members