

Position Description

Position Title	Fellowship Support Program (FSP) Deputy Director of Training	Reporting to	Fellowship Support Program (FSP) - Director of Training
Business Unit	Education and Training	Direct reports	6+
Classification	Clinical Level 9	Date	June 2026

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 and Training business unit plays a critical role in ensuring that the RACGP has the right mechanisms to support, review, maintain and deliver standards for all aspects of a GP's training and education across the lifelong journey of General Practice.

The business unit delivers the GP Training programs to train medical doctors in general practice as a key component of the Department of Health's Australian General Practice Training (AGPT) and Rural Generalist Programs along with the RACGP's Fellowship Support Program (FSP) and Specialist Practice Experience Program. Education and Training develops and maintains the curriculum and educational standards for these programs as well as the ongoing development and delivery of the RACGP's Continuing Professional Development (CPD) Home. With more than 60% of the team made up of clinical employees, including medical educators and Censors, the member experience is front and centre.

The FSP team delivers a self-funded education and training program designed to support non-vocationally registered doctors on their pathway to RACGP Fellowship. This team consists of other medical educators and operations staff.

Your Role

The Medical Education team will work collaboratively to achieve the best outcomes for registrars, training sites and supervisors ensuring the delivery of a high-quality nationally consistent GP training program, building a supportive culture and enable teams to work to the top of their scope.

Reporting to the FSP Director of Training (FSP DoT), the FSP Deputy Director of Training provides clinical education, operational and strategic support across all areas of FSP, oversees and delivers core program activities and portfolio functions, and plays a key leadership role within the Fellowship Support Program Medical Education team by contributing to strategic vision and educational leadership.

The role supports the effective management and coordination of medical educator teams to delivered to a high standard program. The FSP Deputy Director of Training will support the implementation of FSP priorities and the RACGP strategic direction for GP training, ensuring training objectives and expectations are achieved across all areas of GP training activities. The FSP Deputy Director of Training will deputise the FSP Director of Training as required, including during periods of leave, and provide escalation support and leadership across medical education and training matters.

Key Responsibilities

Leadership of the FSP Medical Education Team

- Provide clinical education, operational and strategic leadership support to the FSP Medical Education team, fostering innovation, collaboration, continuous improvement and high performance.
- Work with the FSP leadership team to enhance the development and capability building of Medical Educators and education teams to support the future direction of GP Training within FSP.
- Support and oversee the distribution of the medical education responsibilities across the team to ensure efficiency and quality outcomes.
- Undertake line management responsibilities, including performance management and staff wellbeing.
- Mentor, train, develop and support medical educators, enabling them to work to the top of their scope.
- Foster an inclusive, respectful, and high-performing workplace culture that supports employee engagement, development, productivity, and retention.
- 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.

Lead the operational delivery of FSP

- Support the FSP Director of Training (FSP -DoT) in the oversight and delivery of core GP training activities, initiatives and portfolio functions across FSP.

- Undertake delegated responsibilities on behalf of the FSP-DoT, including representation in internal and external meetings, committees and forums as required.
- Assist in managing operational priorities, change initiatives and FSP educational objectives.
- Support the implementation of the FSP vision aligned with the RACGP strategic direction for GP Training across FSP.
- Work cohesively and collaboratively with the operations team to align educational and operational objectives for a cohesive delivery of the program.
- Oversee portfolios ensuring deliverables are achieved.
- Act as an escalation point for supervisor and/or training site issues, concerns and performance management.
- Act as an escalation point for registrar critical incidents, significant concerns and complex case management.
- Provide strategic leadership and support to Heads of Training, ensuring effective oversight and coordination of registrar education support across the full training lifecycle
- Contribute to accreditation and quality assurance processes for supervisors and training sites.

Other responsibilities:

- Deputise for the FSP- Director of Training (FSP-DoT) as required, including during periods of leave.
- Contribute to and collaborate with wider RACGP GP training teams to foster relationships and problem solve.
- Participate in committees, workgroups and communities of practice as required.
- Contribute to broader education, operational and strategic improvement initiatives.
- Comply with all relevant RACGP workplace policies, procedures and governance requirements.
- Undertake other duties as required.

Key Capabilities

The RACGP capability framework defines the capabilities and competencies we need to thrive in our roles to support a sustainable and contemporary College. It aligns our people strategy with the future of general practice, guiding development, performance and leadership across the organisation.

The FSP Deputy Director of Training will demonstrate the following proficiency in core and leadership capabilities:

Capability		Level of Proficiency
RACGP Core Capabilities	Member and Service focus	Expert
	Digital and AI Literacy	Advanced
	Continuous improvement	Expert
	Communication	Expert
	Collaboration and teamwork	Expert

Leadership Capability		Level of Proficiency
RACGP Leadership Capabilities	Leading self	Complexity, judgement and decision making
		Advanced
		Expert
	Leading others	Self management
		Advanced
		Advanced
	Leading others	People development
		Advanced
		Advanced
	Leading others	Growth and change
		Advanced
		Advanced
	Leading others	Performance and results
		Proficient
		Proficient

	Leading the business	Strategy	Proficient
		Transformation	Advanced
		AI empowerment	Proficient

Qualifications and Experience

Essential

- Fellow of the Royal Australian College of General Practitioners or equivalent.
- Extensive experience as a Senior Medical Educator with well-established broad medical educator competencies.
- High level competencies and demonstrated experience in leadership
- High level organisational skills
- Stakeholder management skills

Highly Desirable

- A RACGP CCE Examiner
- Postgraduate Qualifications in Medical Education

Your Relationships

Your role requires interaction with internal and external stakeholders including:

Internal:

- Chief Education and Training Officer
- Education & Training Business Unit
- FSP Director of Training
- FSP team
- RACGP Education Committees
- RACGP Council of Censors
- RACGP Members
- RACGP Leadership team
- RACGP Faculty Managers
- RACGP employees

External:

- RACGP Members
- Commonwealth Department of Health, Disability and Ageing
- Other Government departments and agencies
- Regulatory bodies
- Representative associations
- Other relevant organisations