

Position Description

Position Title	Registrar Medical Educator	Reporting to	Senior Regional or Local Medical Educator
Business Unit	GP Training	Direct reports	NIL
Classification	Registrar	Date	March 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

The RACGP delivers the community-based General Practice Training Program (GP) which is the specialist training program to train medical doctors in general practice as a key component of the Department of Health's Australian General Practice Training (AGPT) Program. The Registrar Medical Educator is a part of the GP Training team within the RACGP.

Your Role

The Medical Education team and GP Program Management will work collaboratively to achieve the best outcomes for registrars and supervisors ensuring the delivery of a high-quality nationally consistent GP Training program. Together GP Program Management and Medical Educators will build a supportive culture and enable teams to work to the top of their scope.

The Registrar Medical Educator (RME) role is a training role for registrars seeking extended skills in medical education. The RME will, under the guidance and mentorship of the Medical Educators (MEs), assist with planning, developing, and delivering education activities within the respective training locality or region. This position is part of a composite post with an associated part-time GPT3 or extended skills GP placement.

By the completion of the RME term, Registrars will be able to:

1. Demonstrate basic competencies required for the educational responsibilities of the role of ME.
2. Apply contemporary educational theory and methods to the development and delivery of GP training activities
3. Teach, manage and co-ordinate educational activities effectively and facilitate Registrar learning.
4. Frame educational development and activities against the RACGP standards for training
5. Make use of on-line learning tools and information management systems for the delivery of medical education.
6. Undertake evaluation of educational activities and programs and promote educational quality improvement.

Key Responsibilities

- Contribute to the development and delivery of education and training activities
- Support the Medical Educators in curriculum planning, implementation, evaluation and review to ensure that College standards are met
- Provide a point of contact for Registrars about training program requirements and other educational matters
- Participate in induction and orientation of Registrars to the RACGP training program
- Attend Medical Educator meetings and other stakeholder related meetings as required to contribute to the quality assessment and improvement processes within the organisation and to build established links with stakeholders
- Participate in and contribute to Medical Educator PD workshops and conferences
- Participate in RACGP educational research activities
- Support Medical Educators with the promotion of GP training to medical students and prevocational doctors and contribute to articles for newsletters and relevant publications
- Participate in accreditation processes for training posts
- Participate in program evaluation and quality assurance
- Comply with all relevant workplace policies and procedures
- Other duties as required.

Qualifications and Experience

Essential

- MBBS or equivalent medical degree recognised by the Australian Medical Council
- Medical practitioner eligible for full and unconditional medical registration with the Australian Health Practitioners Regulation Agency (AHPRA)
- Successful completion of all requirements of GPT1/CGT1 and GPT2/CGT2 training with Australian General Practice Training (AGPT)
- An approved clinical GP training placement within RACGP at least three sessions per week and/or in line with RACGP Extended Skills Post minimum patient contact requirements

- Able to communicate effectively and work a professional team while being individually accountable
- Current medical indemnity insurance
- Ability and preparedness to travel to regional communities and/or educational events or workshops some of which may be on weekends

Highly Desirable

- Demonstrated interest and expertise in promoting education and training

Your relationships

Your role requires interaction with internal and external stakeholders including:

Internal:

- GP Training and Education Services Business Units
- RACGP Leadership team
- RACGP Faculty managers
- RACGP employees
- Other internal stakeholders as required

External:

- Practice Managers
- Supervisors
- Registrars
- RACGP Members
- External stakeholders (e.g., Members of Parliament and Government Officials, Rural Health Organisations, General Practice Groups)
- Other relevant organisations