

Position title	National Lead Medical Educator External Clinical Teaching Visit (ECTV) Coordination	Reporting to	Training Engagement Manager
Department	Education Services	Direct reports	NIL
Classification	Clinical Director	Employment type	Permanent part time (fractional 0.2)
Date	October 2024	Location	Flexible

The Organisation

The Australian College of Rural and Remote Medicine Limited (ACRRM) is an accredited specialty medical college responsible for setting and maintaining professional standards for specialist general practitioners and rural generalists in Australia.

Nationally, ACRRM has more than 6,000 members, including Fellows, trainees, and associate members, who live and work in rural, remote and First Nations communities across Australia. Members provide expert front line medical care in a diverse range of settings including general practices, hospitals, emergency departments, Aboriginal health services and other remote settings such as RFDS and the Australian Antarctic Division.

ACRRM’s core business is training and assessing specialist general practitioners for a rural generalist scope of practice, setting clinical standards for rural generalist practice; and support and advocacy services for rural, remote and First Nations communities and the health teams that serve them. Its vision is “Healthy rural, remote and First Nations communities through excellence, social accountability and innovation”.

The company’s headquarters is in Brisbane, Queensland, although many staff work flexibly from regional or rural locations across the country. ACRRM offices are also located in Adelaide, Perth, Bunbury, Bendigo, Wodonga, Rockhampton, and Darwin.

Our Values

Optimism: We believe we can individually and collectively make a positive difference in the lives and wellbeing of others. We are curious, creative and constantly exploring new ways to achieve our goals. We celebrate success and share our ideas and experiences with others.

Conviction: We have a deep understanding of our obligation and opportunity to deliver the best possible response to the priority health needs and challenges of our rural, remote and First Nations communities. We work with, for, and as members of, the communities we serve.

Courage: We are prepared to speak out, challenge the status quo and embrace change. We are champions, supporters and guardians. We are comfortable with uncertainty. We humbly seek to understand our limits and to collaborate with others to ensure the best possible outcomes.

Inclusiveness: We are a friendly and welcoming Mob from across Australia and around the world, united by a shared vision. We take strength from our diversity and relationships. We listen, learn and care for each other with dignity and respect. We love to laugh and have fun, and to celebrate the joys in life and work.

Overview of Position

ACRRM provides training coordination and support for registrars, ensuring continued high quality training experiences. Matching registrar training experience and needs with skills levels is important to ensure registrar-centred training. While much of the groundwork will occur regionally, it is important to continue nationally consistent processes, particularly where problems arise with individual registrars and their progression.

The Training Program should have a variety of instruments to track a Registrar's progress through training. Using a range of tools, ACRRM should be able to make early identification of Registrars requiring additional assistance. Registrars requiring additional assistance can be monitored, linked with appropriate support and interventions and escalated as needed. ACRRM, through its programs to deliver training support for registrars, has identified the need for an additional resource to drive progression outcomes for registrars and support progression management frameworks such as External Clinical Teaching Visits (ECTVs).

This role operates within the National team, reporting to the Training Engagement Manager with clinical oversight through the National Director of Training.

This role will support the ACRRM National Lead Medical Educator team in the implementation of the ECTVs to support in-practice progression of registrars while ensuring progression issues are appropriately flagged back to training teams. The role will work closely with relevant ACRRM Regional Directors of Training, providing clinical and educational input to the assessment of these candidates and the delivery of the assessment and interview process.

This role suits a skilled FACRRM Rural Generalist with a passion for quality RG training and a strong understanding of the Fellowship Program.

Duties and responsibilities

1. Provide clinical and educational guidance in ECTV development and implementation:
 - Work with training and engagement team to recruit a pool of ECTV facilitators.
 - Onboarding of ECTV facilitators.
 - Develop resources including training and education for ECTV facilitators.
 - Provide Mentoring support and feedback to ECTV facilitators.
 - Develop training materials for ECTV facilitator upskilling and continued professional development.
 - Develop guidelines for approach to registrars who are identified as requiring additional monitoring or assistance with progression through training.
 - Ongoing ECTV facilitator support including upskilling and continued professional development.

2. Stakeholder Engagement:
 - Builds and sustains positive relationship with national and regional team members and external stakeholders.
 - Ensures scheduling and resource management including contingency planning is kept up to date.
 - Supports internal and external stakeholder relationships to ensure they are engaged, have a voice and their needs are understood and acted upon where possible.
 - Is responsive to changes in client and stakeholder needs and expectations.

Key Competencies

1. Full unconditional medical registration with Australia Health Practitioners Regulation Agency (APHRA).
2. Specialist registration in the speciality of General Practice & currency of rural and remote clinical practice.
3. Understands the requirements of ACRRM Fellowship Training Program.
4. Experience in RG medical education and training.
5. Experience in the requirements of registrar supervision.
6. Understanding of contemporary issues in rural general practice medical education and training.
7. Experience and understanding of the medical education environment within a rural context.
8. Demonstrated success in working with teams at an operational level, including with remote and hybrid staffing arrangements.

LEADERSHIP BEHAVIOURS	WHAT THIS MEANS FOR THE ROLE
Communication	<ul style="list-style-type: none"> • Ensure communication is clear and professional • Is able to adapt communication style to relate to a diverse range of people • Communication is effective and outcome oriented
Engage Teams	<ul style="list-style-type: none"> • Engage teams to achieve results and drive accountability • Demonstrate and role model appropriate behaviours • Ability to have difficult conversations that result in desired outcome
Manage Work	<ul style="list-style-type: none"> • Adopts a systematic approach to managing work • Organises, prioritises and independently solves problems • Takes personal responsibility for meeting objectives and progressing work.
Develop Others	<ul style="list-style-type: none"> • Identify skill and capability gaps within the team • Trains and mentors others • Has meaningful development discussions with team
Ownership	<ul style="list-style-type: none"> • Take accountability for the performance of the team • Ensure issues are followed through to resolution and own the outcomes • Effectively communicates upwards