

## Role Description

**Job ad reference:****Role title:** Fellow (Skull Base Surgery)**Status:** Temporary Full-Time position (up to 12 months)  
*(Future vacancies of a temporary, full time or part time nature may be accommodated within this role)***Unit:** Department of Otolaryngology, Head and Neck Surgery  
Division of Surgery**Health Service:****Location:** Metro South Hospital and Health Service

Princess Alexandra Hospital

199 Ipswich Road

WOOLLOONGABBA Qld 4102

Please note this position will be based to work at the Princess Alexandra hospital but will be required to work at various Metro and Regional Hospital throughout Queensland. These hospitals are listed below

**Classification level:** L4 - L9**Salary level:** \$4243.60 - \$4920.10 per fortnight (L4 - L9)**Closing date:** 2 weeks after advertising**Contact:** Prof Ben Panizza**Telephone:** (07) 3176 5266**Online applications:** <https://metrosouth.health.qld.gov.au/job-vacancies>

If you are unable to apply online, please contact Recruitment Services on (07) 3176 4301

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\*\* Applications from third parties will not be accepted\*\*

**Purpose of the Role**

- To provide clinical care under supervision and acquire the necessary head and neck specialist's skills and knowledge to satisfy relevant specialist college and medical board requirements in order to practice as a specialist

**Your key responsibilities**

- Fulfil the accountabilities and responsibilities of this role in accordance with Metro South's purpose and objectives, as outlined below.
- Staffing and budget responsibilities:
  - The following position reports to the Chairman/Director of OHNS Department
- Ensure patients and other staff are treated fairly and with mutual respect and understanding, regardless of cultural, religious, ethnic and linguistic backgrounds.

- Lead and manage staff by fostering and committing to patient safety and quality in the delivery of health care by maintaining and evaluating safety and quality practices and initiatives.
- To research required in the assessment of patients with skull base/head and neck cancer within Australia Hospital System.
- To research surgical techniques including resections and reconstruction in skull base within the Australian Hospital System.
- To teach Fellow Registrars and Junior Medical Staff and Allied Health Professionals on the subject of skull base.
- To develop and participate in research in the clinical and laboratory situations.
- To provide ethical decision making in the achievement of organisational goals
- Conduct ward rounds to oversee all patients in care and to make appropriate decisions regarding on going patient care.
- In consultation with treating specialist, ensure decisions regarding patient care are appropriate and plan ongoing specialist care
- Ensure decisions relating to patient care are followed through, including delegating the provision of care through effective communication.
- Maintain appropriate comprehensive and concise documentation of all observations, opinions, diagnoses, other data and procedures undertaken.
- Provide formal and informal ongoing on-the-job training and guidance to junior medical staff and students.
- Provide education on their specialist area through training seminars and tutorials to medical staff.
- Contribute towards the assessment of junior medical staff.
- Contribute to and support clinical unit improvement activities, through identifying areas for improvement and participating in implementation.
- Maintain up-to-date college mandated requirements and demonstrate a commitment to continuing professional development, through self-directed learning and attendance at courses and training through the hospital.
- To provide on-call duties when required: 1 in 4 or 1 in 5 weeks for Metro South.
- Actively participate in Hospital's Integrated Risk Management and Safety Program, including participation in Incident Monitoring System and Root Cause Analysis where appropriate

## **Mandatory qualifications, professional registration and Other requirements**

- Appointment to this position requires proof of qualification and registration or membership with the appropriate registration authority or association within Australia. Certified copies of the required information must be provided to the appropriate supervisor/manager, prior to the commencement of clinical duties
- MBBS or equivalent qualification registrable with the Medical Board of Australia.
- This position requires the incumbent to operate a class C motor vehicle, and an appropriate licence endorsement to operate this type of vehicle is required. Proof of this endorsement must be provided before commencement of duty.
- This position will be required to work across the following Metro Hospitals:
  - Princess Alexandra Hospital, Woolloongabba
  - Mater Adults Private Hospital, South Brisbane
  - Brisbane Private Hospital, Brisbane
  - Logan Hospital, Meadowbrook
  - Greenslopes Private Hospital, Greenslopes
  - Wesley Private Hospital, Auchenflower and;
  - St Andrew's War Memorial, Brisbane
- As well as Deadly Ears ENT Outreach hospitals including:
  - Mt Isa Hospital
  - Bamaga Hospital
  - Mornington Island Hospital

- Cherbourg Hospital
- Normanton Hospital
- Woorabinda Hospital
- Doomadgee Hospital
- Palm Island Hospital
- Thursday Island Hospital

## Vaccine Preventable Diseases (VPD)

It is a condition of employment for this role for the employee to be, and remain, vaccinated against the following vaccine preventable diseases during their employment: measles, mumps, rubella, varicella (chicken pox), pertussis (whooping cough), hepatitis B, tuberculosis.

Existing staff that are engaged prior to 1 July 2016 are **not subject** to this condition of employment unless they apply for a role with VPD requirements that is with a different Queensland Health entity (ie one HHS to another HHS, Department to a HHS, or HHS to Department).

## Are you the right person for the job?

You will be assessed on your ability to demonstrate the following key attributes. Within the context of the responsibilities described above, the ideal applicant will be someone who can demonstrate the following:

<b>Patient Focus</b>	Builds rapport and demonstrates empathy for patients and carers, appropriately questioning and keeping patients and carers informed whilst communicating at a suitable level for patients.
<b>Continuous Learning</b>	Proactively and enthusiastically seeks learning opportunities, attends training and contributes to clinical training, with an awareness of own strengths and weaknesses.
<b>Self-Management</b>	Utilises time management strategies and prioritisation skills to efficiently manage own work and demonstrates a positive and professional approach to their work.
<b>Quality Focus</b>	Recognises the importance of documentation, policies and procedures within a large health care organisation
<b>Team Focus</b>	Builds rapport, communicates and demonstrates a willingness to work with team members, demonstrating flexibility and the ability to break down and effectively present problems to senior team members
<b>Work Values</b>	Demonstrates honesty, integrity and respect for all patients, carers and staff.
<b>Clinical Expertise</b>	The expected conduct and capabilities of the Fellow will include: <ul style="list-style-type: none"> <li>▪ The prospective Fellow must have highly developed clinical skills and proven empathy and understanding from the patients' perspective and be able to communicate key information to the patient and carers.</li> <li>▪ The prospective Fellow must show a strong commitment to the development of multidisciplinary approaches to clinical care and be able to work as part of a team.</li> <li>▪ The prospective Fellow must have demonstrated ability to train junior medical and nursing staff.</li> <li>▪ The prospective Fellow must have a clear understanding of the discipline as a whole including major international trends in the discipline and be aware of recent major developments or improvements in care impacting on the discipline.</li> </ul>

## How to apply

Please provide the following information to the panel to assess your suitability:

- A short-written response (maximum 1-2 pages, dot points acceptable) on how your experience, abilities, knowledge and personal qualities would enable you to achieve the key responsibilities and meet the skill requirements of the role.
- Your current CV or resume, including two referees. You must seek approval prior to nominating a person as a referee.
- Late applications cannot be submitted online. For a late application to be considered, please arrange approval and submission via the contact person.
- Applications will remain current for 12 months or for the duration of the vacancy. Future vacancies of a temporary, full time and part time nature may also be filled through this recruitment process.
- Only those persons eligible to work in Australia may be employed by Queensland Health. Prospective employees are required to provide proof of identity and documentary evidence of their right to work in Australia.

## Your Employer

Metro South Health is [Australia's first digital health service](#) and one of the largest and in Queensland, with an estimated residential population of approximately one million people or 23 per cent of Queensland's population.

Metro South Health is situated in the South-East corner of Queensland from the Brisbane River in the north to the Redland City Council in the east, and to the Scenic Rim Shire down to the border of New South Wales in the south-west. It is the most culturally diverse area of Queensland with 28.5% of the community born overseas and 16% from non-English speaking countries.

Clinical services provided within Metro South Health include:

- Princess Alexandra Hospital
- Logan Hospital
- Beaudesert Hospital
- QEII Hospital
- Redland Hospital
- Wynnum Health Service Centre
- Redland Residential Care
- Redland Renal Dialysis Unit
- Casuarina Lodge
- Marie Rose Centre (Dunwich)
- Community Health Services
- Oral Health Services
- Mental Health Services
- Medical Aids Subsidy Scheme

## Person Centred Care and Planetree

MSH is committed to providing Person-Centred Care. Our patients and their families are important members of the healthcare team to ensure care matches their values, preferences and goals. Our patients, families and community are also key partners in the development and implementation of high-quality services. MSH aims to continually improve the quality and safety of its health services through partnerships with patients, families and consumers.

## Workplace diversity

Metro South Health is committed to providing a diverse and inclusive workplace for our people and our community. We encourage people of all genders, races, ages and abilities to apply for roles within our Health Service and strive to ensure that our workplace is free from all forms of discrimination and harassment.

## Flexible working arrangements

Metro South Health supports and encourages work-life balance for the mutual benefit of Metro South Health and its employees. Work-life balance is about a person's ability to manage their paid

work commitments with their career goals, personal, community and cultural responsibilities. Through flexible working arrangements such as leave, flex time accrual or a reduction in working hours, there is an opportunity to match the individual's requirements with those of the workplace – delivering quality health services

## **Probation**

Employees who are permanently appointed to Metro South Health may be required to undertake a period of probation to the appointment

## **Disclosure of Previous Employment as a Lobbyist**

Applicants will be required to give a statement of their employment as a lobbyist within one (1) month of taking up the appointment. Details are available at

<http://www.psc.qld.gov.au/publications/assets/policies/lobbyist-disclosurepolicy.pdf>

## **Additional information**

For further information about this opportunity and the benefits and conditions of working at Metro South Health please refer to the Information for Applicants document attached with this Smart Jobs advertised vacancy.