

# POSITION DESCRIPTION



Department of Medicine and Radiology  
Melbourne Medical School  
Faculty of Medicine, Dentistry and Health Sciences

## Associate Professor of Adult Epilepsy

<b>POSITION NO</b>	0050683
<b>CLASSIFICATION</b>	Level D (Teaching and Research)
<b>SALARY</b>	An attractive salary package will be negotiated including clinical loading
<b>SUPERANNUATION</b>	Employer contribution of 17%
<b>WORKING HOURS</b>	Full time
<b>BASIS OF EMPLOYMENT</b>	Fixed term (5 years)
<b>OTHER BENEFITS</b>	<a href="http://about.unimelb.edu.au/careers/working/benefits">http://about.unimelb.edu.au/careers/working/benefits</a>
<b>HOW TO APPLY</b>	Online applications are preferred. Go to <a href="http://about.unimelb.edu.au/careers">http://about.unimelb.edu.au/careers</a> , select the relevant option ('Current Staff' or 'Prospective Staff'), then find the position by title or number.
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*Please do not send your application to these contacts*

For information about working for the University of Melbourne, visit our website:  
[about.unimelb.edu.au/careers](https://about.unimelb.edu.au/careers)

## ***Position Summary***

The Associate Professor of Adult Epilepsy provides academic leadership in the discipline of adult epilepsy. An active clinician-scientist, the appointee will be expected to make innovative and distinctive contributions in the areas of academic leadership, research, teaching and learning and engagement.

The appointee will build successful partnerships and collaborate effectively with other research groups and partners to enhance and foster excellence in teaching and research and contribute to academically underpinned and evidence-based clinical care in adult epilepsy. In addition, the appointee will also contribute to teaching excellence at both undergraduate and postgraduate levels. The successful candidate will be eminent in adult epilepsy, encompassing research best practice and application.

It is expected that the incumbent will participate in clinical care with clinical sessions to be negotiated with Austin Health. The clinical load averages over the year to 3.5 sessions per week. There is a mix of outpatient, inpatient and EEG reading responsibilities. The incumbent is also rostered on the Neurology afterhours/weekend consultant roster 4 weeks per year.

The appointee will also lead the Austin Health Comprehensive Epilepsy Program, as the current head (Laureate Professor Sam Berkovic) will be stepping down from his hospital responsibilities in 2020.

The Associate Professor of Adult Epilepsy will have an appropriate reporting line within the Department of Medicine and Radiology through to the Head of the Department.

Hospital responsibilities including clinical sessions will have a reporting line to the Director of Neurology at Austin Health.

### ***1. Key Responsibilities***

The position description should be read alongside [Academic Career Benchmarks and Indicators](#) for Level D appointments.

#### **1.1 LEADERSHIP AND MANAGEMENT**

- As a senior member of the Faculty, provide leadership and foster excellence in research, teaching and community engagement for improved capability across the Department, Faculty and University overall
- Lead collaborative initiatives with community, industry and policy engagement of significant public value (for example, research translation, clinical programs and educational programs)
- Seek new opportunities for enhancing the international standing of the Department and University more broadly
- Active participation on Department/Faculty/University committees
- Positive engagement in learning and career development of self and others
- Effective demonstration and promotion of University values including diversity and inclusion and high standards of ethics and integrity

#### **1.2 TEACHING AND LEARNING**

- Provide leadership in improving the quality of adult epilepsy education and training
- Lead the delivery of innovative educational programs
- Lead the evaluation and renewal of curriculum design and delivery
- Provide expert advice to government and peak bodies (local, state, national, international)
- Oversee and guide the academic development of students

### **1.3 RESEARCH AND RESEARCH TRAINING**

- Set the direction and lead, original, innovative and distinguished research programs that have demonstrable impact and benefit to society
- Develop collaborative, cross-disciplinary research initiatives with national and international partnerships within and beyond the University
- Secure research grants and external research income that builds institutional capacity and creates opportunities for early career academic development
- Publish research outcomes in high-impact peer reviewed journals
- Attract and supervise/mentor research higher degree students, encouraging and facilitating student engagement in both discipline-specific and broader professional research networks

### **1.4 STAFF SUPERVISION**

- Undertake probationary and performance management processes and hold regular conversations with staff to provide positive and constructive feedback to enhance staff and team performance
- Provide coaching, guidance and support for career planning, ensuring staff have access to appropriate professional development activities
- Understand the responsibilities and operational requirements associated with approving staff leave
- Allocate and monitor workloads and address associated issues in a timely manner
- Ensure new staff participate in the University's induction program and provide a localised work area orientation

### **1.5 ENGAGEMENT**

- Provide leadership and be actively involved in engagement activities of the Department, Faculty and University

### **1.6 ADVANCEMENT**

- Participate actively in Alumni Relations and Advancement activities of MMS and the Faculty

### **1.7 CLINICAL CARE**

- Undertake clinical activities at Austin Health which will be negotiated and appropriately remunerated by Austin Health. This includes chairing Comprehensive Epilepsy Program meetings, attending outpatient clinic, inpatient ward rounds and consultations,

EEG reading and participation in the on-call Consultant roster for afterhours and weekends.

## 1.8 ADDITIONAL INFORMATION

The position has been developed with the planned retirement of Laureate Professor Sam Berkovic. As such, the position offers the successful applicant a remarkable opportunity to build on the success and leading international reputation of the integrated clinical and research teams at the Austin Health precinct of the University of Melbourne.

Professor Berkovic intends to retire from his clinical role in 2020 and remain in his research role until 2024. During this period, he hopes to work with, and mentor (as appropriate) the incumbent. The Academic environment on the Austin campus is extremely strong with Laureate Professor Ingrid Scheffer heading Paediatric epilepsy and co-leading the genetics research, Professor Graeme Jackson (Florey) heading the imaging group, and there are very strong basic science links to Professor Steven Petrou and colleagues at the Florey (Parkville). It is expected that the successful applicant would take over leadership of the adult aspects of the Research group (The Epilepsy Research Centre) sometime during this transition period.

## 2. Selection Criteria

### 2.1 ESSENTIAL

- Registration with the Australian Health Practitioner Regulation Agency or qualifications which will enable registration
- Fellowship of the Royal Australian and New Zealand College of Physicians or its equivalent
- A doctoral degree in a relevant discipline
- Strong track record providing clinical care to patients with epilepsy in both ambulatory and in-hospital settings, EEG and video-monitoring skills, and expertise in general neurology.
- An active clinician-scientist with international standing and demonstrated leadership in research and scholarship including sustained success in obtaining research grants and external research income (with an emphasis on competitive, international and peer-reviewed)
- Exceptional interpersonal and communication skills, with proven success in working collaboratively with diverse stakeholders including academic peers, clinicians, industry, community, policy makers and government
- A demonstrated record of academic leadership and provision of effective strategic direction within an organisation
- Demonstrated ability to provide leadership to multi-disciplinary staff in relation to research and training
- Capacity to provide a sound framework to ensure appropriate staff guidance and management of performance
- The ability to effectively represent the interests of the discipline, the Faculty and University in the wider community

## 2.2 DESIRABLE

- Demonstrated record of leadership in the profession and community matters related to adult epilepsy
- Community leadership in adult epilepsy and effective advocacy with government
- An interest and track record in epilepsy genetics. This will enable the incumbent to capitalise on the internationally unique database of clinical and molecular genetic held by the Epilepsy Research Centre.

## 3. *Equal Opportunity, Diversity and Inclusion*

The University is an equal opportunity employer and is committed to providing a workplace free from all forms of unlawful discrimination, harassment, bullying, vilification and victimisation. The University makes decisions on employment, promotion and reward on the basis of merit.

The University is committed to all aspects of equal opportunity, diversity and inclusion in the workplace and to providing all staff, students, contractors, honorary appointees, volunteers and visitors with a safe, respectful and rewarding environment free from all forms of unlawful discrimination, harassment, vilification and victimisation. This commitment is set out in the University's People Strategy 2015-2020 and policies that address diversity and inclusion, equal employment opportunity, discrimination, sexual harassment, bullying and appropriate workplace behaviour. All staff are required to comply with all University policies.

The University values diversity because we recognise that the differences in our people's age, race, ethnicity, culture, gender, nationality, sexual orientation, physical ability and background bring richness to our work environment. Consequently, the People Strategy sets out the strategic aim to drive diversity and inclusion across the University to create an environment where the compounding benefits of a diverse workforce are recognised as vital in our continuous desire to strive for excellence and reach the targets of our Growing Esteem Strategy 2015–2020.

## 4. *Occupational Health and Safety (OHS)*

All staff are required to take reasonable care for their own health and safety and that of other personnel who may be affected by their conduct.

OHS responsibilities applicable to positions are published at:

<http://safety.unimelb.edu.au/topics/responsibilities>

These include general staff responsibilities and those additional responsibilities that apply for managers, supervisors and other personnel.

## 5. *Other Information*

### 5.1 DEPARTMENT OF MEDICINE AND RADIOLOGY

<https://medicine.unimelb.edu.au/school-structure/medicine-and-radiology>

The Department of Medicine and Radiology is a large and diverse department in the Melbourne Medical School that undertakes clinical and biomedical research, translation of research outcomes, engagement and postgraduate and undergraduate teaching within University of Melbourne teaching hospitals. The Department is located across the following sites:

- Austin Health (based at the Austin and Repatriation hospitals, Heidelberg)
- Northern Health (based at the Northern Hospital, Epping)
- Royal Melbourne Hospital (Parkville)
- St Vincent's Hospital (Fitzroy)
- Western Health (based at Sunshine and Footscray Hospitals, St Albans and Footscray)

The Department has strong research programs in neurosciences, cardiology, diabetes and endocrinology, musculoskeletal disorders, ageing, infection and immunity, international health, critical care including anaesthesia, emergency medicine and intensive care, cancer, clinical and community-based epidemiology and clinical trials for new therapies and devices. With a large proportion of our academic staff holding appointments at one or more of these health services, the Department effectively translates its cutting-edge and innovative research to clinical outcomes leading to world-leading clinical care and community impact.

The Department manages \$40million in funding and is home to 200 staff, 250 graduate researcher and 400 honorary academic staff all of whom are engaged in our research, teaching and engagement activities.

The Department is a leader in research commercialisation, with several successful commercial spin-offs in the past 10-15 years. These include Fibrotech, which was sold to Shire Pharmaceuticals in one of the largest commercial transactions ever seen in Australia (US\$600 million), Seer Medical and Stentrode, with many others being established or rapidly growing.

## 5.2 MELBOURNE MEDICAL SCHOOL

<http://medicine.unimelb.edu.au/>

Established in 1862, the Melbourne Medical School (MMS) in the Faculty of Medicine, Dentistry and Health Sciences at the University of Melbourne is the oldest medical school in Australia. It is internationally renowned for global leadership in teaching and training, health research, policy and practice. The School is ranked ninth in the world (Times Higher Education World University Rankings 2019 for clinical, pre-clinical and health), has strong academic partnerships and ground-breaking collaborative research programs with leading hospitals in both the public and private sectors, as well as with leading medical research institutes and centres, nationally and internationally.

MMS is committed to working with the communities we serve to improve health and advance health care. We will do this through our teaching, learning, research, clinical care and advocacy.

With nine clinical departments (Clinical Pathology, General Practice, Medical Education, Medicine and Radiology, Obstetrics and Gynaecology, Paediatrics, Psychiatry, Rural Health, and Surgery) MMS has over 900 academic and professional staff members who are located at the University of Melbourne's Parkville campus or are embedded within health services throughout metropolitan Melbourne and rural Victoria. In addition, MMS

staff are privileged to work alongside over 2 400 honorary appointees from the health sector who tirelessly contribute their time, knowledge and clinical expertise to the education of our students.

MMS delivers a suite of health-related graduate programs including the Doctor of Medicine (MD) which is the School's flagship program. It was the first Masters level entry-to-practice medicine qualification developed in Australia and set a new benchmark in medical education.

MMS is committed to improving the wellbeing of the community through the discovery and application of new knowledge. With an annual research income of \$88.5 million the research effort of the school is highly collaborative and spans basic to translational research. MMS has nearly 550 higher degree by research candidates.

School staff members also actively lead and participate in public debate and advocacy around key health issues and policy based on the MMS values of commitment, integrity, compassion, respect and service.

Under the leadership of Professor John Prins, MMS is undertaking exciting new developments including a major review of the MD curriculum, an emphasis on the clinician-scientist career trajectory (in partnership with affiliated hospitals, medical research institutes and foundations) and a reinvigorated focus on clinically relevant research. These initiatives are being enhanced by a number of recruitment opportunities (through retirements, resignations and recent funding acquisitions) for a range of leadership positions across the School. These positions present a wonderful opportunity for appointees to help drive the strategy, growth and continued excellence of Australia's leading medical school.

### 5.3 FACULTY OF MEDICINE, DENTISTRY AND HEALTH SCIENCES

[www.mdhs.unimelb.edu.au](http://www.mdhs.unimelb.edu.au)

The Faculty of Medicine, Dentistry & Health Sciences has an enviable research record and is the University of Melbourne's largest faculty in terms of management of financial resources, employment of academic and professional staff, teaching of undergraduate and postgraduate (including research higher degree) students and the conduct of basic and applied research. The Faculty's annual revenue is \$628 million with approximately 55% of this income related to research activities.

The Faculty has a student teaching load in excess of 8 500 equivalent full-time students including more than 1 300 research higher degree students. The Faculty has approximately 2 195 staff comprising 642 professional staff and 1 553 research and teaching staff.

We work to improve the health and wellbeing of the communities we serve. We invest in developing the careers and wellbeing of our students and staff, fostering a culture that supports us all to do our best work. We are guided by our values in our pursuit of excellence:

- [Collaboration & Teamwork](#)
- [Compassion](#)
- [Respect](#)
- [Integrity](#)
- [Accountability](#)



The Faculty has appointed Australia's first Associate Dean (Indigenous Development) to lead the development and implementation of the Faculty's Reconciliation Action Plan (RAP), which will be aligned with the broader University-wide plan. To enable the Faculty to improve its Indigenous expertise knowledge base, the Faculty's RAP will address Indigenous employment, student recruitment and retention, cultural recognition and building partnerships with the Indigenous community as key areas of development.

#### 5.4 THE UNIVERSITY OF MELBOURNE

Established in 1853, the University of Melbourne is a leading international university with a tradition of excellence in teaching and research. The main campus in Parkville is recognised as the hub of Australia's premier knowledge precinct comprising eight hospitals, many leading research institutes and a wide-range of knowledge-based industries. With outstanding performance in international rankings, the University is at the forefront of higher education in the Asia-Pacific region and the world.

The University employs people of outstanding calibre and offers a unique environment where staff are valued and rewarded.

Further information about working at the University is available at <http://about.unimelb.edu.au/careers>.

#### 5.5 GROWING ESTEEM, THE MELBOURNE CURRICULUM AND RESEARCH AT MELBOURNE: ENSURING EXCELLENCE AND IMPACT TO 2025

Growing Esteem describes the University's strategy to achieve its aspiration to be a public-spirited and internationally-engaged institution, highly regarded for making distinctive contributions to society in research and research training, learning and teaching, and engagement. Read more at <http://about.unimelb.edu.au/strategy-and-leadership>.

The University is at the forefront of Australia's changing higher education system and offers a distinctive model of education known collectively as the Melbourne Curriculum. The new educational model, designed for an outstanding experience for all students, is based on six broad undergraduate programs followed by a graduate professional degree, research higher degree or entry directly into employment. The emphasis on academic breadth as well as disciplinary depth in the new degrees ensures that graduates will have the capacity to succeed in a world where knowledge boundaries are shifting and reforming to create new frontiers and challenges. In moving to the new model, the University is also aligning itself with the best of emerging European and Asian practice and well-established North American traditions.

The University's global aspirations seek to make significant contributions to major social, economic and environmental challenges. Accordingly, the University's research strategy *Research at Melbourne: Ensuring Excellence and Impact to 2025* aspires to a significant advancement in the excellence and impact of its research outputs. Read more at <http://research.unimelb.edu.au/our-research/research-at-melbourne>.

The strategy recognises that as a public-spirited, research-intensive institution of the future, the University must strive to make a tangible impact in Australia and the world, working across disciplinary and sectoral boundaries and building deeper and more substantive engagement with industry, collaborators and partners. While cultivating the

fundamental enabling disciplines through investigator-driven research, the University has adopted three grand challenges aspiring to solve some of the most difficult problems facing our world in the next century. These include:

- ▶ Understanding our place and purpose – The place and purpose grand challenge centres on understanding all aspects of our national identity, with a focus on Australia's 'place' in the Asia-Pacific region and the world, and on our 'purpose' or mission to improve all dimensions of the human condition through our research.
- ▶ Fostering health and wellbeing – The health and wellbeing grand challenge focuses on building the scale and breadth of our capabilities in population and global health; on harnessing our contribution to the 'convergence revolution' of biomedical and health research, bringing together the life sciences, engineering and the physical sciences; and on addressing the physical, mental and social aspects of wellbeing by looking beyond the traditional boundaries of biomedicine.
- ▶ Supporting sustainability and resilience – The sustainability and resilience grand challenge addresses the critical issues of climate change, water and food security, sustainable energy and designing resilient cities and regions. In addition to the technical aspects, this grand challenge considers the physical and social functioning of cities, connecting physical phenomena with lessons from our past, and the implications of the technical solutions for economies, living patterns and behaviours.

Essential to tackling these challenges, an outstanding faculty, high performing students, wide collaboration including internationally and deep partnerships with external parties form central components of Research at Melbourne: Ensuring Excellence and Impact to 2025.

## 5.6 GOVERNANCE

The Vice Chancellor is the Chief Executive Officer of the University and responsible to Council for the good management of the University.

Comprehensive information about the University and its governance structure is available at <http://www.unimelb.edu.au/governance>.