Position Description

Position number: 0057003
Position: Rural Medical Education Research & Evaluation Fellow
Classification: Level A or B
Salary: $77,171 - $130,900 (pro rata)
Superannuation: Employer contribution of 17%
Working hours: Part-time (0.6 – 0.8 FTE)
Basis of employment: Fixed term to 31 December 2024
Location: Shepparton
Team: Rural Clinical School, Department of Rural Health
Line manager: Geetha Ranmuthugala, Deputy Head, Department of Rural Health

CONTACT FOR ENQUIRIES ONLY
Geetha Ranmuthugala
Tel +61 3 5823 3179
Email: geetha.ranmuthugala@unimelb.edu.au
Please do not send your application to this contact.

How to apply: Online applications are preferred. Go to about.unimelb.edu.au/careers, select the relevant option (‘Current Staff’ or ‘Prospective Staff’), then find the position by title or number.

Position Summary

The Department of Rural Health (DRH) is a Commonwealth-funded rural health workforce program aimed at supporting, enhancing, and increasing the recruitment, retention, and quality of medical and health workforce in rural Australia.

This position is situated within the Rural Clinical School (RCS) team that delivers the Doctor of Medicine (MD) Program; and will focus predominantly on the MD Rural Pathway and MD training delivered in the rural context. Working closely with the RCS senior team and the Parkville-based Director of Evaluation and Quality (Melbourne Medical School), the person appointed to this position will be responsible for building evidence for rural-based medical training.

Key responsibilities include:
- Designing and undertaking research focused on rural medical workforce recruitment, training and retention.
- Developing and managing activities related to monitoring and evaluating MD Rural Pathway training and

The incumbent should demonstrate commitment to medical education and rural health issues; be accustomed to producing written work to a high standard to deadlines, and be able to work independently and collaboratively in a team environment.

The position is based at the Shepparton campus and may be required to attend other RCS sites and campuses.

We acknowledge and pay respect to the Traditional Owners of the lands upon which are campuses are situated.
1. Key Responsibilities

1.1 RESEARCH

- Develop a program of research focused on rural medical workforce recruitment, training and retention.
- Assist in the development of research funding applications
- Conduct literature reviews and contribute to research syntheses
- Contribute to the academic research profile of the Department by producing academic publications on rural medical workforce development
- Participate actively in communicating and disseminating research where appropriate.
- Provide methodological and statistical support to the MD evaluation program to undertake high-quality evaluations of teaching, learning, and assessment focused on the MD Rural Pathway
- Develop and supervise final year MD research projects
- Assist with the development of course evaluation activities, analyse and produce reports on their outcomes
- Design and maintain databases for the collection of both qualitative and quantitative data relevant to the DME’s evaluation, student selection, and research activities
- Undertake independent research focused on the evaluation of teaching and learning activities focused on the MD Rural Pathway
- Contribute to data collection and analysis, using specialised programs for qualitative/quantitative data assessment such as SPSS and NVivo, and ensure data integrity standards are met.

1.2 ENGAGEMENT

- Collaborate effectively with local, national and international medical education researchers and stakeholders.
- Contribute to the development of the Department’s medical education research culture

1.3 SERVICE AND LEADERSHIP

- Contribute to the quality assurance and continued development of the MD program through the provision of evidence-based advice to curriculum developers
- Liaise with subject co-ordinators, the evaluation and assessment leads, and relevant professional staff on matters relating to course evaluation within the MD
- Contribute to the development and implementation of innovative evaluation strategies for the MD program
- Undertake other administrative duties as appropriate to the level of appointment and as requested by the Head of Department.
- Assist in advising and mentoring student researchers as appropriate
- Contribute to the collegial and intellectual life of the Department.
- Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in section 5.

2. Selection Criteria

2.1 ESSENTIAL

- Level A: A postgraduate degree (Masters or a doctoral degree) or equivalent professional experience in medical education, medical education evaluation, or a relevant field
- Level B: A doctoral degree or a postgraduate degree (Masters) and professional experience in medical education, medical education evaluation, or a relevant field.
- Demonstrated ability to design, delivery and manage through to completion medical or health education-focused evaluation and research projects
- Experience in collection, analysis, and reporting of qualitative and quantitative research data.
- Demonstrated track record in high-quality peer-reviewed research publications and presentations
- Strong computer literacy including a high level of proficiency in Microsoft Office and computer software for the analysis of qualitative and quantitative data, and reference managing software such as Endnote
- Advanced skills in data management using Excel, including establishing and maintaining databases
- Demonstrated ability to independently manage competing work priorities on tight timelines in a high-stakes context
- Demonstrated ability to develop and maintain relationships with internal and external stakeholders

2.2 DESIRABLE

- Demonstrated understanding of factors impacting on rural health and medical workforce recruitment, training, and retention
- Demonstrated experience in conducting collaborative research
- Familiarity with the evaluation of curriculum, course design, teaching, and assessment in medical education
Organisational Chart

DEPUTY HEAD, DEPARTMENT OF RURAL HEALTH
LEVEL D
GEETHA RANMUTHUGALA

DIRECTOR OF EVALUATION AND QUALITY
LEVEL C
KATE REID

MD RURAL PATHWAY RESEARCH & EVALUATION FELLOW
LEVEL A OR B
Benefits

FINANCIAL
- COMPETITIVE SALARIES
- 17% EMPLOYER SUPERANNUATION CONTRIBUTIONS
- SALARY PACKAGING
- 17.5% ANNUAL LEAVE LOADING

LEAVE
- FLEXIBLE WORK ARRANGEMENTS
- PRENATAL LEAVE
- UP TO 24 WEEKS PAID PARENTAL LEAVE
- ABILITY TO PURCHASE UP TO 8 ADDITIONAL WEEKS ANNUAL LEAVE PER YEAR

HEALTH AND WELLBEING
- DISCOUNTED MEDICAL TREATMENT
- CULTURALLY INCLUSIVE ENVIRONMENT
- REWARDING OPPORTUNITIES TO POSITIVELY IMPACT THE HEALTH YOUR LOCAL COMMUNITY
- FREE CONFIDENTIAL COUNSELLING SERVICES

ADDITIONAL BENEFITS
- STAFF RECOGNITION PROGRAM
- RELOCATION SUPPORT POLICY
- 25% OFF FULL-FEE GRADUATE COURSES AND COMMUNITY ACCESS PROGRAM
- STUDY LEAVE POLICY
- PET POLICY – BRING YOUR PETS INTO WORK!
Our Department

The Department of Rural Health is a department within the Melbourne Medical School at the University of Melbourne. The Department is based in Shepparton, Ballarat, Bendigo (in partnership with Monash University and La Trobe University) and Wangaratta and has associations with more than 40 smaller rural towns in Victoria.

The key purpose of the Department is to provide professional health education and research training in a rural context with an aim to increase the rural health workforce.

The Department works closely with the local community and healthcare partners to ensure that we remain relevant and connected. Our partnerships underpin our teaching and research. The Department of Rural Health is funded primarily by the Australian Government Department of Health’s Rural Health Multidisciplinary Training (RHMT) Program. The aim of the RHMT program is to improve the recruitment and retention of health professionals in rural and remote Australia. The Department works towards this goal with various programs including: The Rural Clinical School, the University Department of Rural Health and The Goulburn Valley Regional Training Hub.

The Department also receives funding for other programs and research including the Centre for Excellence in Rural Sexual Health.

A diverse and highly relevant portfolio of training programs, including our redesigned Doctor of Medicine program and Rural Pathway.

Deep and engaged partnerships with health service providers across the communities we serve.

Active research environment with impact for rural health services and communities.

Opportunities for career progression, diverse roles and resourcing new activities.
The University of Melbourne
Rural Clinical School (RCS):
Providing students with an excellent medical education and a rewarding rural experience.

Centre for Excellence in Rural Sexual Health (CERSH):
Improving sexual and reproductive health in the regions that we serve.

Goulburn Valley Regional Training Hub (GVRTH):
Providing support and education to medical students, interns and trainees to help create a sustainable future rural medical workforce.

Campuses
Shepparton, Ballarat, Bendigo and Wangaratta.

University Department of Rural Health (UDRH):
• Going Rural Health (GRH): Supporting allied health, nursing and health science students to complete rural clinical placements.
• Aboriginal Health: Providing education and research in Aboriginal Health with Aboriginal people.
• Research: Undertaking research with impact for rural communities in our region.

Note: not all programs cover all areas highlighted
Living and working on campus

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**SHEPPARTON**

Shepparton offers a relaxed rural lifestyle with all the big city facilities. It's community is diverse and growing, boasting beautiful housing estates, a range of schooling options and significant sporting facilities and outdoor activities. The region is renowned as Australia's food bowl and is within easy driving distance to many popular destinations such as Echuca, Nagambie and Yarrawonga.

Living in Greater Shepparton | Great Things Happen Here

Moving here - Greater Shepparton Council

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**BALLARAT**

Ballarat is one of Victoria's biggest regional centres, and one of the closest to Melbourne, the City of Ballarat continues to surge ahead, it's a well-kept secret that more than 2,000 people move here every year, now attracted by Ballarat's incredible services, housing, employment, tourism and events.

Visit Ballarat - Where there is so much to be discovered

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**BENDIGO**

Bendigo is a vibrant contemporary regional centre, boasting beautiful streets created from one of the world's greatest gold rushes. Bendigo is jam-packed with creativity, great food, happening festivals and friendly locals.

Explore Bendigo

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**WANGARATTA**

Wangaratta is a picturesque town with a vibrant CBD. It neighbours renowned wine regions such as Beechworth, King Valley and Glenrowan and is situated at the foothills of the major Victorian ski resorts.

Home Visit Wangaratta
Need further information?

General information about the University of Melbourne is available through its website at [www.unimelb.edu.au](http://www.unimelb.edu.au)

About the Department of Rural Health (DRH)
[www.ruralhealth.unimelb.edu.au/](http://www.ruralhealth.unimelb.edu.au/)

Department of Rural Health Brochure
[https://medicine.unimelb.edu.au/data/assets/pdf_file](https://medicine.unimelb.edu.au/data/assets/pdf_file)

Faculty of Medicine, Dentistry and Health Sciences
[mdhs.unimelb.edu.au](http://mdhs.unimelb.edu.au)

Melbourne Medical School
[medicine.unimelb.edu.au](http://medicine.unimelb.edu.au)

Equal Opportunity, Diversity, and Inclusion

Occupational Health and Safety

Advancing Melbourne
[about.unimelb.edu.au/strategy/advancing-melbourne](http://about.unimelb.edu.au/strategy/advancing-melbourne)

Governance
[about.unimelb.edu.au/strategy/governance](http://about.unimelb.edu.au/strategy/governance)

Murrup Barak, Melbourne Institute for Indigenous Development
[murrupbarak.unimelb.edu.au/employment/prospective-staff](http://murrupbarak.unimelb.edu.au/employment/prospective-staff)