POSITION DESCRIPTION

Position Title: Academic Lead, Year 2
Organisation Unit: Office of Medical Education, Faculty of Medicine
Position Number: 3048609
Type of Employment: Fixed Term, Part Time 0.5FTE 3 months
Classification: Academic Teaching Focused Level C

THE UNIVERSITY OF QUEENSLAND

The University of Queensland (UQ) contributes positively to society by engaging in the creation, preservation, transfer and application of knowledge. UQ helps shape the future by bringing together and developing leaders in their fields to inspire the next generation and to advance ideas that benefit the world. UQ strives for the personal and professional success of its students, staff and alumni. For more than a century, we have educated and worked with outstanding people to deliver knowledge leadership for a better world.

UQ ranks in the world's top universities, as measured by several key independent ranking, including the CWTS Leiden Ranking (32), the Performance Ranking of Scientific Papers for World Universities (43), the US News Best Global Universities Rankings (42), QS World University Rankings (48), Academic Ranking of World Universities (55), and the Times Higher Education World University Rankings (69). Excluding the award component, UQ is now ranked 45th in the world in the ARWU, and is one of the only two Australian universities to be included in the global top 50.

UQ has an outstanding reputation for the quality of its teachers, its educational programs and employment outcomes for its students. Our students remain at the heart of what we do. The UQ experience – the UQ Advantage – is distinguished by a research enriched curriculum, international collaborations, industry engagement and opportunities that nurture and develop future leaders. UQ has a strong focus on teaching excellence, winning more national teaching excellence awards than any other in the country and attracting the majority of Queensland's highest academic achievers, as well as top interstate and overseas students.

UQ is one of Australia's Group of Eight, a charter member of edX and a founding member of Universitas 21, an international consortium of leading research-intensive universities.

Our 52,000-plus strong student community includes more than 16,400 postgraduate scholars and more than 15,400 international students from 135 countries, adding to its proud 250,000-plus alumni. The University has more than 6,600 academic and professional staff (full-time equivalent) and a $1.75 billion annual operating budget. Its major campuses are at St Lucia, Gatton and Herston, in addition to teaching and research sites around Queensland and Brisbane city. The University has six Faculties and four University-level Institutes. The Institutes, funded by government and industry grants, philanthropy and commercialisation activities, have built scale and focus in research areas in neuroscience, biomolecular and
biomedical sciences, sustainable minerals, bioengineering and nanotechnology, as well as social science research.

UQ has an outstanding track-record in commercialisation of our innovation with major technologies employed across the globe and integral to gross product sales of $11billion+ (see http://uniest.com.au/our-track-record).

UQ has a rapidly growing record of attracting philanthropic support for its activities and this will be a strategic focus going forward.

Faculty of Medicine

The University of Queensland’s Faculty of Medicine is an internationally recognised provider of world-class education and research. The research-intensive Faculty has a gross budget of almost $300 million, employs approximately 1000 continuing and fixed-term staff (headcount), has a community of more than 4000 non-salaried academic appointees and around 3200 students (headcount).

The Faculty of Medicine offers Australia’s largest medical degree program for graduates and school-leavers. Undergraduate and postgraduate programs are available in the disciplines of Medicine, Health Sciences, E-Health, Mental Health, Biomedical Sciences and Public Health.

The Faculty possesses enormous strengths spanning research, teaching, industry engagement and clinical practice in disciplines ranging from the basic sciences, biomedical research and development, to clinical trials and public health. Research projects within the Faculty have already led to discoveries with far-reaching social and economic impacts, including the revolutionary Gardasil (TM) vaccine for cervical cancer (Professor Ian Frazer) and a drug discovery EMA401 (Professor Maree Smith), a first-in-class oral treatment for chronic pain which through Spinifex Pharmaceuticals led to Australia’s largest biotechnology commercialisation deal. Faculty staff include three highly cited authors, one Fellow of the Royal Society (FRS), three Fellows of the Australian Academy of Science (FAA) and 12 Fellows of the Academy of Health and Medical Sciences (AAHMS). The Faculty is a core member of Brisbane Diamantina Health Partners, the Brisbane-wide academic health science system.

Educational offerings in biomedical sciences, medicine and public health are informed and supported by research activity across a range of fundamental and clinical areas of importance including recognised strengths in cancer, skin diseases, brain and mental health, maternal and child health and genomics. Cutting-edge facilities such as the Herston Imaging Research Facility (HIRF), the UQ Centre for Clinical Research (UQCCR), our laboratories in the Translational Research Institute (TRI) and the new Centre for Children’s Health Research (CCHR) enable outstanding research outcomes and sharpen our understanding of cancer, autoimmunity, mental disorders, infectious diseases and neurological disease. Further details are available at www.medicine.uq.edu.au.

The UQ Medical Program

The Faculty of Medicine is a leading provider of medical education in Queensland, with around 2,000 students studying across the four years of the medical program at UQ. Its MD program is a graduate entry program. The early years of the program (years 1 and 2) is run by biomedical scientists and clinicians, predominantly at the St. Lucia campus but also at affiliated major teaching hospitals. Lecture, practicals and tutorials are scaffolded around a framework of case-based learning tutorials enabling students to appreciate the clinical relevance of their scientific learning. In the later years 3 and 4 students are immersed in clinical experience at a range of hospitals and other clinical sites in Brisbane, across Queensland and in Louisiana, United States. The goal of the clinical years is to prepare students for internship and residency, and involves the academic disciplines of General Medicine, Surgery, Emergency Medicine, Anaesthesics, Intensive Care, General Practice, Medical Imaging, Obstetrics and Gynaecology, Paediatrics and Child Health,
Psychiatry, Rural and Remote Medicine, and Orthopaedic Surgery and Ophthalmology. A major curriculum review is currently underway with plans to expand relevant clinical and health service experience in the early years of the program.

**The Office of Medical Education**

The Office of Medical Education (OME) is responsible for the smooth running of the UQ MD program and for leading the provision of a high quality educational experience supported by robust assessment. The OME’s aim is to ensure that graduates are well prepared to be doctors who provide excellent healthcare to their patients and communities wherever in the world they practice.

The OME takes a whole-of-program approach to the education of medical students. This is a highly collaborative endeavour in which the OME works closely with the various stakeholder groups, including clinical schools, to enable UQ medical graduates to be well prepared to move on to the next stage of medical training.

The Director of the OME reports directly to the Medical Dean, provides advice on the development and resourcing of the UQ MD program, and is responsible for implementation of the MD/MBBS curriculum.

**Information for Prospective Staff**

Information about life at UQ including staff benefits, relocation and UQ campuses is available at - [http://www.uq.edu.au/current-staff/working-at-uq](http://www.uq.edu.au/current-staff/working-at-uq)

The University of Queensland **Enterprise Agreement** outlines the position classification standards for Levels A to E.

**DUTY STATEMENT**

**Primary Purpose of Position**

The Academic Lead, Year 2 will work in collaboration with the Academic Lead Year 1, to coordinate and integrate teaching and learning activities within and across individual courses in the first two years of the MD program. The Year 2 Academic Lead will have particular responsibility for clinically related components of courses in year 2 to optimise students’ preparation for Year 3. A central part of the role is to promote effective communication between OME, academics and students within Year 2. More broadly the role will contribute directly to the effective functioning of the OME, engage in scholarly activities, and contribute to curriculum planning and quality improvement.

**Responsibilities** of the Year 2 Academic Lead include, but are not limited to the following:

- As part of the OME team, work with course coordinators, course teams, Heads of Clinical Units, and Heads of Mayne Academies, to provide engaging and appropriate Year 2 clinically related learning activities consistently across courses, disciplines and clinical sites;
- Effectively support Year 2 course coordinators in their roles particularly in relation to clarity and consistency in Electronic Course Profiles (ECP), Blackboard sites and assessments;
- In association with the Student Academic Guidance Lead (Years 1 and 2) promote adequate, appropriate and respectful communication with Year 2 students about academic matters.
• Participate actively and effectively in relevant committee meetings including Co-Chairing the Phase 1 Sub-Committee, being a member of the MD Program Committee and the MD Board of Examiners, contributing to the quality of the MD Program and the student experience.

• Liaise effectively with professional staff, including marketing and communications staff, in providing information about Year 2 and clinical learning activities to all stakeholders.

• Work with OME staff and course coordinators in reviewing student evaluations, in quality improvement and in provision of timely response to feedback.

• Provide advice to course coordinators and Heads of Clinical Unit in order to support them in improving teaching quality and effectiveness especially in relation to clinical studies and the transition from 2nd to 3rd year.

• Where required, represent the Faculty on university committees or working groups relevant to the purpose of the role;

• Undertake scholarly work and participate in professional development activities relevant to the role.

• Where appropriate, seek funding from internal and external sources to support scholarly or research activities.

• Any other duties as reasonably directed.

Other

Ensure you are aware of and comply with legislation and University policy relevant to the duties undertaken, including but not exclusive to:

• the University's Code of Conduct.

• requirements of the Queensland occupational health and safety (OH&S) legislation and related OH&S responsibilities and procedures developed by the University or Institute/School.

• the adoption of sustainable practices in all work activities and compliance with associated legislation and related University sustainability responsibilities and procedures.

• requirements of the Education Services for Overseas Students Act 2000, the National Code 2007 and associated legislation, and related responsibilities and procedures developed by the University.

Organisational Relationships

The position reports to the Director of the Office of Medical Education.
SELECTION CRITERIA

**Essential**

- Medical qualification and at least four years experience as a medical practitioner
- Research higher degree
- Experience in clinical teaching at tertiary education level, and demonstrated skills in supporting learning at postgraduate level.
- Proficiency in the development and management of integrated health curricula, including the development of engaging learning and teaching resources.
- Evidence of ability to work collegially to promote consistency of learning, teaching and assessment across multiple sites
- Demonstrated ability to engage effectively in the scholarship of teaching and learning.
- An ability to establish effective relationships with a wide range of people, and to manage disparate interests in an academic environment.
- Demonstrated ability to work collaboratively with colleagues, and to provide academic leadership in the area of teaching and learning.
- High level communication, inter-personal and communication skills.
- Demonstrated capacity to represent the Office of Medical Education and the MD program within healthcare, academic and community settings.

**Desirable**

- Evidence of a contribution to research or development of a research program.
- Experience in developing and implementing interactive learning activities
- Previous experience of course coordination in a tertiary setting

**Qualification Verification**

An appointment to this position is subject to the verification of the highest academic qualification from the conferring institution.

*The University of Queensland values diversity and inclusion and actively encourages applications from those who bring diversity to the University. Please refer to the University’s Diversity and Inclusion webpage for further information and points of contact if you require additional support.*

*Accessibility requirements and/or adjustments can be directed to recruitment@uq.edu.au.*