The Associate Dean, Rural Health (Riverina) position will be based in Wagga Wagga, and will play a critical senior leadership role in the promotion, advocacy and championing of rural medical education, including the expansion of UNSW Medicine’s offering to teach and train medical students in Wagga Wagga across all 6 years of our Medicine program, commencing in 2021. This position will make a significant contribution to the undergraduate program of Medicine offered across all campuses. This position will also be required to interact with Regional Training Hubs.

The role of Associate Dean, Rural Health (Riverina) will report to the Dean and will have multiple reports across the Riverina campuses. It is envisaged that this position will consult extensively and report regularly to the UNSW Riverina Medical School Oversight Council, a collaborative governance mechanism between UNSW Medicine and local representatives, supporting the effective and efficient delivery of UNSW’s undergraduate Medicine program in Wagga Wagga. The role will be located in Wagga Wagga but the need to travel to other UNSW sites is envisaged, as required.

Accountabilities

Specific accountabilities for this role include:

- Develop and implement a strategic vision for rural medical education and training within UNSW Medicine and across the Precinct, that plays to the strengths, priorities, academic environment and its stakeholders and local communities and aligns with UNSW Medicine’s Health 25 Strategy.

- Develop and maintain a strong relationship with key stakeholders across the LHD and related entities.

- Establish and maintain a collegial, supportive and productive culture.

- Drive the academic performance of the Rural Clinical School in meeting the University’s objectives, specifically through:
o Providing a highly valued student experience by fostering a culture of innovation and excellence in teaching aligned to performance indicators including peer reviewing teaching.

o Attracting high-calibre students at the undergraduate level.

o Enhancing the research profile of rural health and education by improving the quality and quantity of research output including the proportion of research active staff, the number and size of research grants, the number, quality and impact of publications.

o Developing new programs in collaboration with academic staff and the Faculty to address rural and regional needs for our graduates.

- Attract and retain staff of the highest quality to enable the strategic vision of the Faculty and Precinct to be achieved.

- Build the capability of staff within the Precinct through effective talent management, maintenance of accountability and succession planning strategies supported by regular communication, quality performance conversations, coaching and addressing barriers to high performance.

- Build and sustain excellent relationships with external stakeholders such as potential students and high schools, potential employers of students, donors, alumni, the community, business, and government to ensure the interests of the Precinct are effectively promoted and advanced.

- Ensure that the Precinct is effectively administered including optimising the allocation of resources, operating within budget and meeting relevant legislative and compliance obligations.

- Interact and liaise with the Faculty Senior leadership by representing rural health as required.

- Work with the Faculty to oversee financial management, including the preparation of budgets and allocations of resources.

- Align with and actively demonstrate the UNSW Values in Action: Our Behaviours and the UNSW Code of Conduct.

- Cooperate with all health and safety policies and procedures of the university and take all reasonable care to ensure that your actions or omissions do not impact on the health and safety of yourself or others.

**Skills and Experience**

**At Level D**

- A Higher Degree or equivalent in a relevant discipline area, would be desirable, especially medical education, and an outstanding teaching and/or research record as evidenced by track record, for example through teaching leadership roles in undergraduate and postgraduate medicine and/or publications in top tier journals.

- A clinically active academic, in an appropriate medical discipline, with an understanding and appreciation of the values and roles of a major research university operating in an international context.

- A record of outstanding achievement and leadership in a managerial role in a University or professional setting.

- Demonstrated experience in teaching and assessment in undergraduate and postgraduate medicine.

- A proven ability to attract research funding and publications in a relevant discipline.
• A demonstrated capacity for leading change in: delivery of education; conduct of research; the health system at clinical, research or education level.

• The ability to manage budgets effectively and according to school and faculty strategic priorities.

• An understanding of and commitment to UNSW’s aims, objectives and values in action, together with relevant policies and guidelines.

• Knowledge of health and safety responsibilities and commitment to attending relevant health and safety training

At Level E (in addition to the above)

• Evidence of highly developed interpersonal and collaboration skills with demonstrated ability to work and influence across disciplines, faculties, institutions, industry and professional accreditation bodies

• Evidence of being an inspirational role model for other academics seeking mentoring, guidance, advice and support in educational activities

• Evidence of achievement in leading innovation, driving educational strategic initiatives and the development of new programs

About this document

This Position Description outlines the objectives, desired outcomes, key responsibilities, accountabilities, required skills, experience and desired behaviours required to successfully perform the role.

This template is not intended to limit the scope or accountabilities of the position. Characteristics of the position may be altered in accordance with the changing requirements of the role.