**ORGANISATIONAL ENVIRONMENT**

*Faculty / Division: UNSW Medicine*

*School / Unit: School of Women’s & Children’s Health*

*Position Level: Level 7*

*Position Number: 00059725*

*Position Title: Fertility Counsellor*

*Date Written: July 2019*

UNSW is currently implementing a ten-year strategy to 2025 and our ambition for the next decade is nothing less than to establish UNSW as Australia’s global university. We aspire to this in the belief that a great university, which is a global leader in discovery, innovation, impact, education and thought leadership, can make an enormous difference to the lives of people in Australia and around the world.

Following extensive consultation in 2015, we identified three strategic priority areas. Firstly, a drive for academic excellence in research and education. Universities are often classified as ‘research intensive’ or ‘teaching intensive’. UNSW is proud to be an exemplar of both. We are amongst a limited group of universities worldwide capable of delivering research excellence alongside the highest quality education on a large scale. Secondly, a passion for social engagement, which improves lives through advancing equality, diversity, open debate and economic progress. Thirdly, a commitment to achieving global impact through sharing our capability in research and education in the highest quality partnerships with institutions in both developed and emerging societies. We regard the interplay of academic excellence, social engagement and global impact as the hallmarks of a great forward-looking 21st century university.

To achieve this ambition, we are attracting the very best academic and professional staff to play leadership roles in our organisation.

## VALUES IN ACTION: OUR UNSW BEHAVIOURS

## UNSW recognises the role of employees in driving a high-performance culture. The behavioural expectations for UNSW are below.

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| A close up of a logo  Description automatically generated | Delivers high performance and demonstrates service excellence. |
|  | Thinks creatively and develops new ways of working. Initiates and embraces change. |
|  | Works effectively within and across teams. Builds relationships with internal and external stakeholders to deliver on outcomes. |
| A close up of a logo  Description automatically generated | Values individual differences and contributions of all people and promotes inclusion. |
|  | Treats others with dignity and empathy. Communicates with integrity and openness. |

## OVERVIEW OF RELEVANT AREA AND POSITION SUMMARY

UNSW Medicine is a national leader in learning, teaching and research, with close affiliations to a number of Australia’s finest hospitals, research institutes and health care organisations. With a strong presence at UNSW Kensington campus, the faculty have staff and students in teaching hospitals in Sydney as well as regional and rural areas of NSW including Albury/Wodonga, Wagga Wagga, Coffs Harbour and Port Macquarie.

The School of Women’s & Children’s Health (SWCH) is comprised of the clinical disciplines of Obstetrics & Gynaecology and Paediatrics, and the National Perinatal Epidemiology Statistics Unit (NPESU). Clinical academics in the School are located at the Royal Hospital for Women, Sydney Children’s Hospital, St George and Bankstown Hospitals, with teaching contributions made in Paediatrics at the Sutherland, Liverpool and Campbelltown Hospitals. The main administrative centre for the School is based at the Royal Hospital for Women and Sydney Children’s Hospital, Randwick.

The Fertility & Research Centre is a collaborative centre between the Royal Hospital for Women (RHW) and UNSW to establish a multidisciplinary centre of clinical and research excellence in assisted reproductive medicine and fertility preservation services for young cancer patients. The facility also serves as a clinical and academic training centre, as well as an arena for world-class translational research in assisted reproduction.

This is a combined clinical/research role which will involve clinical counselling contact with patients accessing assisted reproductive technology services. The role will involve both clinical and research tasks which will vary according to the stage of research projects. The appointee will provide psychosocial assessment, implications, supportive, relationship and decision-making counselling as well as provision of information. The role of Fertility Counsellor reports to the Head of Discipline and has no direct reports.

## RESPONSIBILITIES

Specific responsibilities for this role include:

* Provide implications counselling to individuals, couples and their gamete donors and their partners
* Provide supportive counselling and other intervention strategies, including groupwork to individuals and couples accessing ART
* Provide counselling and information to donor conceived families and adults in the context of donor linking
* Recruit subjects and coordinate clinical research projects in the Fertility & Research Centre as required by the Professor of Obstetrics and Gynaecology
* Participate in a multi-disciplinary team in clinical consultation and development of policies and attend meetings as required
* Have a working knowledge of relevant legislation (inc. the NSW ART Act 2007) and practice guidelines (inc. NHMRC Ethical Guidelines on the Use of ART in Clinical Practice and Research: RTAC COP {Reproductive Technology Accreditation Committee Code of Practice}, & ANZICA Guidelines) and to ensure appropriate records are kept
* Develop educational resources and group programs for patients of the Fertility Unit as appropriate
* Collect relevant research data at each assessment and maintain detailed notes of contacts with individuals
* Contribute to the dissemination of findings from the research studies through reports, conference presentations and peer-reviewed publications
* 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.

## SELECTION CRITERIA

* A social Worker, with eligibility for membership of the Australian Association of Social Workers (AASW) or Psychologist, registered with the Australian Health Practitioner Regulation Agency (APHRA)
* Demonstrated extensive clinical experience including post graduate experience in a health setting
* High level of clinical knowledge and skills around reproductive health, and reproductive loss, and fertility issues, with eligibility for membership of ANZICA (Australian and New Zealand Infertility Counsellors Association).
* Demonstrated experience in clinical research, or ability to develop skills in clinical research
* Demonstrated capacity to work both independently as well as a member of a multidisciplinary team
* Excellent interpersonal, verbal and written communication skills with an ability to exercise confidentiality
* High-level organisational skills and proven ability to deal with multiple task, establish priorities and meet deadlines
* Knowledge of health and safety responsibilities and commitment to attending relevant health and safety training.

It is not the intention of the position description to limit the scope or accountabilities of the position but to highlight the most important aspects of the position. The aspects mentioned above may be altered in accordance with the changing requirements of the role.