

## POSITION DESCRIPTION

<b>Position Title</b>	Oral and Maxillofacial Surgery (OMS) Fellow		
<b>Unit / Branch</b>	Plastic and Maxillofacial Surgery Department		
<b>Classification</b>	HM25 – HM30	<b>Employment Status</b>	Full-Time, Fixed term
<b>Position reports to</b>	Professor Andrew Heggie		
<b>Location</b>	The Royal Children's Hospital, Flemington Road, Parkville		
<b>Position Contact</b>	Professor Andrew Heggie		

### The Royal Children's Hospital

The Royal Children's Hospital's (RCH) vision is A world where all kids thrive.

RCH is located within the Melbourne Biomedical Precinct, with more than 45 world-class biomedical organisations and more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region for health, education, research, and training. Within this, RCH is also a cornerstone member of the Melbourne Children's Campus, partnering with Murdoch Children's Research Institute, The University of Melbourne Department of Paediatrics and The Royal Children's Hospital Foundation. Each organisation contributes to a paediatric academic health centre which is greater than the sum of its parts.

RCH has cared for the children and young people of Victoria for more than 150 years since it was founded in 1870. A full range of paediatric and adolescent health services are provided plus tertiary and quaternary care for the most critically ill and medically complex patients in Victoria, Tasmania, southern NSW and other states around Australia and overseas. The RCH is the only provider of heart transplant services and CAR T-cell therapy for paediatrics in Australia.

RCH is an effective advocate for patients and their families with a particular focus on vulnerable children and increasingly, mental health in young people. The hospital also supports many health promotion and prevention programs. The Hospital has more than 6,000 staff, a budget of \$850M, 12 wards and 350 beds. Annually, the RCH has 300,000+ Specialist Clinic appointments, 90,000+ Emergency Department presentations and 20,000 elective surgeries.

We work collaboratively with hospitals to deliver the right care, in the right place, at the right time. The RCH is committed to the Child Safe Standards <https://www.rch.org.au/quality/child-safety/>.

RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.

Further information on RCH is available at [www.rch.org.au](http://www.rch.org.au)

### ROLE PURPOSE

To improve the health outcomes of children and young people with congenital, acquired or traumatic cranio-maxillofacial deformities requiring reconstruction, through clinical care and basic science and outcome research in consultation with the unit consultant staff. To develop the clinical skills of the fellow in both medical and surgical management of the complete range of paediatric OMS conditions. Successful applicants (fellows) have the opportunity and are encouraged to observe and participate in operating theatres and clinics of all disciplines within

the department. The fellow is also expected to complete a research project during the fellowship. This research project can be clinical, basic science or translational research.

#### KEY ACCOUNTABILITIES

- Clinical Care: responsible for patient care under consultant supervision, maintenance of acceptable standard of clinical care.
- Manage the day to day care of patients admitted under the Maxillofacial Surgery Unit of the department, and those referred to the department requiring ongoing involvement. Report any untoward outcome to the responsible consultant, and also communicate daily with the responsible consultant regarding the general progress of all patients on a seven day a week basis
- Conduct outpatient clinics when required, and where a consultant is not present, communicate with a consultant regarding any major management decisions
- Clinical and Basic Science research: maintenance of OMS surgery database in conjunction with the Registrar, develop and completion of research project culminating in presentation and publication.
- Teaching: teaching and supervision of Junior Medical Staff and assist with training of registrars, maintenance of appropriate relationships with junior and senior medical staff, nursing and administrative staff.

#### QUALIFICATIONS AND EXPERIENCE

- MBBS and/or BDS equivalent tertiary qualifications
- Royal Australasian College of Surgeons Fellowship in OMS Surgery or equivalent qualification
- Previous experience in Paediatric OMS

#### KEY SELECTION CRITERIA

- Demonstrated ability to maintain a busy clinical workload and conduct clinical and/or basic research
- Well-developed interpersonal skills
- 'can do' attitude and flexible approach to balancing competing demands and conflicting priorities
- Time management and prioritising skills
- Professional demeanour

#### IMPORTANT INFORMATION

All employees are required to adhere to the Royal Children's Hospital Values:

- Unity - We work as a team and in partnership with our communities
- Respect - We respect the rights of all and treat people the way we would like them to treat us
- Integrity - We believe that how we work is as important as the work we do
- Excellence - We are committed to achieving our goals and improving outcomes

Potential employees will be required to undertake a National Criminal Record Check and a Working With Children Check.

#### RCH COMPACT

All new and existing employees commit to the RCH Compact to contribute to a strong and respectful culture.

- ***We do better work caring for children and families when we also care for each other***
- *I actively promote and celebrate our diverse team*

- *I bring a positive attitude to work – I share, I laugh, I enjoy other’s company*
- *I take responsibility for my behaviour and its impact on others*
- *I am curious and seek out ways to constantly learn and improve*
- *I celebrate the good stuff, the small stuff, the big stuff – it all matters*
- *I speak up when things aren’t right*
- *I value the many different roles it takes to deliver great patient care*
- *I actively listen to others, because I want to make the best decision*

Potential employees will be required to undertake a National Criminal Record Check and a Working With Children Check.

**QUALITY, SAFETY AND IMPROVEMENT**

RCH Employees are required to:

- Act in accordance and comply with all relevant Safety and Quality policies and procedures
- Participate in and contribute to quality improvement programs and commit to RCH Values
- Comply with the Requirements of the National Safety & Quality Health Service Standards
- Comply with all relevant clinical and/or competency standards
- Comply with the principles of Patient and Family Centred Care that relate to this position

***The RCH is committed to a diverse and inclusive workforce. We encourage applications from Aboriginal and Torres Strait Islander people, all members of the LGBTQI community and people with disability.***

Date Position Description was last reviewed	February 2023
---	---------------