SENIOR POLICY & PROJECT OFFICER

Central CBD location
Small, friendly and professional team
Competitive salary

Join the peak body for medical schools across Australia and New Zealand and be involved in shaping policy on medical education, workforce and healthcare issues, and manage key projects relating to medical graduate outcomes and the future health workforce.

The role

As a key part of our small, committed team, you will be central to our work contributing to policies and initiatives to develop the medical workforce of the future, ensure high quality medical education, and support excellence in research to advance the health of all people in Australia and New Zealand.

Our priorities include the health and wellbeing of our students, increasing the rural doctor and broader health workforce, working to grow the Indigenous medical workforce and ensure culturally safe care, continuous quality improvement within the medical school curriculum, excellence in research, and driving changes to produce the medical graduates that our communities need.

We are led by the expertise and experience within our 23 medical schools and work closely with a wide range of key medical education, regulation and healthcare stakeholders.

Key responsibilities

- Working with members to develop position statements, submissions and responses to external consultations on key issues for medical schools, students, the community and the healthcare system
- The provision of policy and research analysis, advice and support to Medical Deans' committees
- Supporting and facilitating the work of Medical Deans' Social Accountability, Research and Data Committees
- Leading reviews and external consultations on key Medical Deans' positions and policies
- The analysis of data on medical schools and students; forming key positions based on the findings; developing effective advocacy strategies; and providing advice and support to the CEO, Executive Committee and members on issues and queries on such data
- Managing relationships and partnerships with key medical education and healthcare stakeholders
- Leading and managing key projects:

- o advocacy on the key findings from the Medical Schools Outcomes Database (MSOD) annual survey
- o linking the MSOD with other national medical workforce data

Successful candidate

In addition to relevant tertiary qualifications in political science, health policy, communications or related areas, you will also have:

- Strong policy background; preferably with either health or medical education sector experience
- Demonstrated abilities in policy research and analysis, and the development of position statements, policy briefs and consultation submissions
- Excellent written and verbal communication
- Highly developed analytical skills, political judgement and strategic thinking
- Demonstrated project management skills and experience
- Well-developed stakeholder and issues management skills
- Excellent at problem-solving and ability to focus on results
- Highly developed MS Office skills
- Ability to self-motivate and work independently, as well as within a close team

Reporting to the CEO, this is a full-time role based in our George Street, Sydney offices.

To apply, please send your resume and short cover letter to admin@medicaldeans.org.au

Closing date for applications is **COB Monday 24 June 2019**

Background on the organisation

Medical Deans Australia and New Zealand is the peak body representing professional entry-level medical education, training and research in Australia and New Zealand. Our members are the 23 medical schools across the two countries, whose focus is on planning for, developing and supporting the medical graduate medical workforce our communities need.

Medical Deans works to ensure the quality, breadth and rigour of our medical teaching and training remains among the best in the world, and advocates for and contributes to effective policies to improve medical education and support excellence in research to improve the health of all people in Australia and New Zealand.

Visit our website here