

ORGANISATIONAL OVERVIEW

Introduction:

Northern Health is a vibrant, fast-paced workplace located in the rapidly growing northern suburbs. This is driving us to think innovatively about the needs of the population and what the health system of the future might need to look like to meet those needs. We take care of our community by providing a wide range of health services at multiple locations including:

- Northern Hospital Epping
- Broadmeadows Hospital
- Craigieburn Community Hospital
- Bundoora Centre
- Merri-bek Community Team
- Broadmeadows Community Care Unit
- Broadmeadows Prevention and Recovery Care
- Hotham Street Community Mental Health Clinic
- Northern Prevention and Recovery Care
- Northern Community Care Unit and,
- Noogal Clinic
- Kilmore District Health
- Women's Health Hub
- Mernda Community Hospital

We also collaborate with our partners to help expand the range of health care services offered to our culturally rich and diverse community.

As an organisation, we are shifting our focus from illness to putting a spotlight on supporting our community in 'staying well'. In order to achieve this, we are developing strong relationships with other health service providers and the community across the region, to help us think differently about the future.

Northern Health provides a dynamic working environment, with a strong culture of teamwork, safety and respect. Northern Health is proud to be an inclusive employer and aims to ensure our workforce is representative of the community.

Our Vision:

Creating a healthier future by working together, innovating and delivering great care.

Our Values:

- Safe – We provide safe, trusted care for our patients. We are inclusive, culturally safe, celebrating the diversity of our staff and community.
- Kind – We treat everyone with kindness, respect and empathy. We provide patient-centred and compassionate care.
- Together – We work together with our staff, patients, consumers and health system partners.

Our Priorities:

Northern Health has determined six strategic directions. The directions are focused on addressing priorities for safety, sustainability, growth and innovation. They reflect our best assessment of opportunities and challenges in our current and future environment.

- Collaborate to deliver safe, efficient, effective and sustainable care in all our services
- Demonstrate our commitment to the wellbeing of our valued workforce
- Renew and strengthen our infrastructure, systems, tools and processes for financial sustainability and growth
- Innovate to shape the future of health care in Victoria
- Partner to keep people well and deliver the best possible care locally
- Drive research and education to deliver excellent care and develop the next generation of clinicians and health care leaders

These priorities are inter-related in that success in one area is dependent on success in another. Detailed plans have been developed to support each of the priority areas.

All Northern Health employees will contribute to improving patient safety by being familiar with, and applying the National Safety and Quality Standards and criteria.

Safety, Quality and Clinical Governance at Northern Health:

Northern Health is dedicated to providing the highest quality of care in the safest possible environment for every patient every time. We are focused on strengthening the safety and quality of care across the continuum, with a focus on saving lives, reducing harm and improving the patient experience.

Northern Health's safety and quality improvement activities focus on delivering the Strategic Plan and Operational Business Plans, and are supported by the Northern Health Clinical Governance and Risk Frameworks, and the Northern Health Quality Improvement Methodology.

The Northern Health Quality Management System brings together the core elements that underpin how:

- Quality and Clinical Governance is determined.
- Quality services are delivered.
- Risk is managed.
- Audit – what matters is monitored.
- Our committees monitor performance of controls put in place to ensure safe patient care.

Commitment to Child Safety at Northern Health:

- We are committed to the safety, participation and empowerment of all children
- We are committed to the cultural safety of Aboriginal children, the cultural safety of children from a culturally and /or linguistically diverse backgrounds and to providing a safe environment for children with a disability.
- We have zero tolerance of child abuse, and all allegations and safety concerns will be treated very seriously and consistently with our robust policies and procedures
- We have legal and moral obligations to contact authorities when we are worried about a child's safety, which we follow vigorously

Family Violence and Child Safety Statement:

Northern Health is a child safe environment and is committed to protecting children from harm and abuse, in accordance with our legal obligations and the Child Safe Standards. Northern Health aims to identify and respond individuals who are at risk of child abuse and family violence and we encourage victim survivors to disclose to their health professional to seek support and safety. Northern Health has zero tolerance of child abuse and family violence, and all disclosures and safety concerns will be treated sensitively in accordance with our policies and procedures.

Northern Health actively promotes the safety and wellbeing of all individuals. We recognize and respect individual rights, identities, relationships and cultures. Our aim is to foster a trauma-informed, culturally safe and child safe environment.

Northern Health is an Information Sharing Entity (ISE) and is prescribed to the Family Violence Multi-Agency Risk Assessment & Management (MARAM) Framework and the Information Sharing Schemes. Family violence and child safety training is mandatory for our staff members and volunteers.

Essential:

- Current National Police and Working with Children History Check.
- The Staff Immunisation Questionnaire must be completed by all new employees as part of the mandatory on-boarding process. New employees are not permitted to undertake any activity that requires patient contact prior to clearance by the Staff Immunisation Nurses; this also includes evidence of having the Flu vaccination on a yearly basis. New employees with contra-indications to vaccinations or who decline vaccination are required to attend a face to face consultation with the Immunisation Nurses for appropriate documentation of their contraindications or declination. This must be completed PRIOR to commencing any work with Northern Health.



POSITION DESCRIPTION

Position Title:	Endocrine and General Surgeon
Business Unit/Division:	Surgery Unit 3 – Endocrine and Upper GI Surgery
Award Agreement:	Victorian Public health Sector – medical Specialist enterprise Agreement – 2022-2026
Classification:	HN16- HN58
Employment Type:	Permanent
Reports to:	Head of Unit – Surgery Unit 3 Endocrine and Upper GI Divisional Director General Surgery
Date Prepared/Updated:	May 2026

ROLE STATEMENT

General Role Statement:

Northern health's Endocrine and Upper GI Surgical Unit is looking for a highly motivated and collaborative Endocrine and General surgeon to join our team. The successful candidate will provide expert care in endocrine surgery, contribute to clinical excellence, participate in education and training, and support an active research program.

This role offers opportunities to work within a high-volume endocrine surgery service with strong collaboration across endocrinology, pathology and radiology team. Academic and research involvement is strongly encouraged.

This position is responsible for:

Specialist Consultant endocrine surgeons provides clinical leadership to their unit in their own right. The Consultant is a pro-active and valued participant and contributor in unit and Divisional activities. The Consultant is required to maintain their standards of clinical practice, to participate in Northern health's standards of practice and to align themselves with the vision, mission and commitment statements of Northern health. This is a Senior Medical Position and carries with it the professional responsibilities of clinical leadership, teaching and training as well as some administrative requirements.

Clinical Responsibilities:

An Endocrine Surgeon is an expert surgeon who has obtained additional training and experience in the multidisciplinary approach to the diagnosis, treatment of the benign, malignant and familial conditions of the thyroid gland, parathyroid glands and adrenal glands, in that he/she will:

- Demonstrate high level of medical knowledge with medical and surgical knowledge.
- Demonstrate an ability to perform independent surgery
- Demonstrate sound clinical, intra-operative and peri-operative decision making that is evidence based, which minimises complications.
- Demonstrate a high level of medical knowledge related to the conditions of disorders of the thyroid, parathyroid and adrenal glands.
- Develop fundamental competency of technical laparoscopic and or robotic skills related to the practice of endocrine Surgery.
- Participate in endocrine multidisciplinary meetings, thyroid cancer MDM, unit ward round, radiology meetings, surgical forum, registrar and fellow supervision, general surgery (AGSU) on call as per roster.
- Consultant surgeon will participate in general surgery on call as per roster.

Research Responsibilities:

- Contribute to retrospective and prospective databases audits, collaborative research projects.
- Contribute to publications output in peer -reviewed journals.
- Support ethics submission, grant applications and clinical research activities
- Prepare abstracts, manuscripts and presentations for endocrine meetings.

Teaching and Education

- Participate in teaching and supervision of medical students, junior doctors, registrars and fellows.
- Contribute to departmental education programs, workshop, surgical forums, thyroid MDM
- Promote evidence-based surgical practice and continuing professional development.

Service Development and Leadership

- Work collaboratively within a multidisciplinary endocrine service
- Assist in development and expansion of endocrine surgery programs and clinical pathways
- Participate in departmental governance, accreditation and quality activities
- Foster a culture of professionalism, teamwork and patients-centred care.

All employees:**Quality, Safety, Risk and Continuous Improvement**

- Maintain an understanding of individual responsibility for patient safety, quality & risk and contribute to organisational quality and safety initiatives.
- Follow organisational safety, quality & risk policies and procedures
- Maintain a safe working environment for yourself, your colleagues and members of the public.
- Maintain an understanding of individual responsibility for patient safety, quality & risk as outlined in Northern Health [Clinical Governance & Patient Experience - Trusted Care](#).
- Contribute to organisational quality and safety initiatives.
- Escalate concerns regarding safety, quality & risk to appropriate staff members, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with principles of Patient Centred Care.
- Comply with Northern Health's commitment to Child Safety
- Comply with Northern Health mandatory continuing professional development requirements.
- Comply with requirement of National Safety & Quality Health Service Standards and other relevant regulatory requirements.
- All employees of Northern Health must comply with the health service's Staff Health / Workforce Immunisation procedure (as amended from time to time) together with any relevant State Government and Departmental directives. This requires all employees to be vaccinated for various diseases such as, but not limited to influenza.

KEY RESULT AREAS AND MAJOR RESPONSIBILITIES IN THE HEALTH SERVICE

Leadership:

- Support and assist the unit in the provision of high-quality services consistent with Northern Health values
- Provide clinical leadership through:
 - Active involvement in patient care
 - Assistance in the management of emergency patients and elective patients
 - Urgent consultation and assistance in resuscitation and management of patients
 - Support outreach services across the network

- Ensure enhanced patient flow from the emergency department to wards and/or theatre whilst facilitating efficient and timely discharge of patients
- Ensure that registrars are given appropriate access to clinical activities to comply with training requirements
- Contribute to ongoing service improvement and clinical and workforce innovation
- Ensure Northern Health provides high quality accessible services within allocated resources and meets the needs of the Northern Health community
- Contribute specialist expertise to the unit, the Division of General Surgery and Northern Health
- Share knowledge in a timely and responsible manner
- Comply with all the By-laws, Regulations and Policies that are in place at Northern Health, including those relating to Privacy and Confidentiality, Occupational Health and Safety, Performance and Development Management, EEO and Harassment in the Workplace
- Demonstrate by example, adherence to and role modelling of Northern Health Values and Staff Code of Conduct
- Provide leadership and support for junior medical staff, appraise their performance, ensure themselves and reporting staff complete mandatory and required training and are provided with professional training and development

Strategic and Project Management Leadership:

- Contribute to processes ensuring patients receive high quality services and continuity of care, and that high-quality clinical standards and clinical outcomes and risk management approaches and accreditation requirements are achieved
- Undertake relevant quality & safety activities to ensure you and your area of responsibility comply with the National Safety & Quality Health Service (NSQHS) Standards
- Lead timely access to inpatient and outpatient services
- Contribute to the provision of excellence in clinical services, research, education and knowledge transfer
- Contribute to the establishment and maintenance of a high-quality multidisciplinary team, open communication, collaborative working relationships and professional behaviours
- Supervise clinical staff and encourage open communication including escalation of concerns
- Duties as outlined in the relevant Enterprise Agreement

Organisation-Wide Contribution:

- Participate and co-operate in consultative processes to improve health and safety
- Manage staff through effective development strategies; ensure there are effective consultation and communication processes in place
- Monitor the operations and continuous improvement of the Northern Health Occupational Health and Safety Management System to provide a safe and positive workplace
- Ensure financial responsibility and implement strategies that will ensure sustainable measures are in place

Diversity and Inclusion:

- Advocate for and inclusive, culturally safe work environment and celebrate the diversity of the Northern community
- Advocate for patient rights and encourage and support patient participation in their care

Innovation and Culture Change:

- Create an environment that is conducive to learning and encouraging of medical students
- Create an environment that is conducive to the growth, development and learning of trainees and all staff
- Support academic, research, education, training & supervision roles

- Supervise research students and/or create an environment that is nurturing of postgraduate research students, with appropriate mentoring of early career staff members

SELECTION CRITERIA

Qualifications, Registrations and Qualities:

- Medical registration with the Medical Board of Australia under the Australian Health Practitioner Regulation Agency (AHPRA)
- Undergraduate medical qualification as a first degree – MBBS, MD, PhD or equivalent
- Fellowship of royal Australasian College of Surgeon or Equivalent.
- Evidence of appropriate private medical indemnity insurance
- Post Fellowship Endocrine Surgery training.
- Demonstrated commitment to endocrine surgery research.

Experience:

- Demonstrated commitment to high quality patient care
- Demonstrated leadership skills in the area of their expertise
- Demonstrated capability and interest in research
- Demonstrated commitment to teaching at undergraduate and post graduate levels.
- Demonstrated understanding of Clinical Governance.
- Demonstrated ability to communicate at all levels.
- Demonstrated teamwork and collaboration.

Knowledge, Skills and Behaviours:

- Clinical knowledge and skills in the area of expertise
- Behaviours reflective of the principles articulated by the Royal Australasian College of Surgeons

Employee Declaration

I have read, understood and accept the above Position Description.

(Please print name)

Signature:

Date: