

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:	Obstetrician/Gynaecologist Consultant – Fertility Service
Business Unit/Division:	Women's and Children's – Obstetrics and Gynaecology
Award Agreement:	Medical Specialist Enterprise Agreement 2022-2026
Classification:	HN16-HN56
Employment Type:	Fractional, Fixed term
Reports to:	Gynaecology Head of Unit and Divisional Director
Date Prepared/Updated:	September 2026

ROLE STATEMENT

General Role Statement:

An exciting opportunity exists for an enthusiastic Obstetrician and Gynaecologist to join the team at Northern Health Public Fertility Service. We are currently seeking an Obstetrics and Gynaecology Fertility Specialist to join the Fertility team at Northern Health for a fixed term commencing on 2nd November 2026 for 12 months. An allocation up to 16.25 hours per fortnight will be shared amongst the successful candidates

This position is responsible for:

- Support and assist the Gynaecology Head of Unit and Divisional Director of Women and Children in the provision of high-quality Fertility services at Northern Health, consistent with Northern Health values.
- Provide clinical leadership through active involvement in patient care.
- Participate in audit and other quality activities and committees, in particular, involvement and participation in Morbidity, Mortality and Adverse event audits when directed
- Be available to medical colleagues for consultation and liaison as appropriate regarding patient care.
- Contribute to the professional and corporate life of Northern Health by participation in appropriate committees and fora.
- Contribute to ongoing service improvement and clinical and workforce innovation to ensure Northern Health provides high quality accessible Fertility Services within allocated resources and meets the needs of Northern Health patients.
- Support academic, research, education, training & supervision (both medical and nursing undergraduates and postgraduates) roles in the Gynaecology Unit
- Support and care for women who seek termination of pregnancy
- Support and care for women who seek advice about all aspects of fertility care
- Duties include fertility clinics, in-cycle and early pregnancy ultrasound, in-cycle management and providing clinical support to fertility nurses, acute inpatient fertility services as required
- Support clinical governance and reliable communication and transmission of clinical information between Northern Health and Royal Women's Hospital as part of the Public Fertility Service.

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

- Be responsible for quality of care at point of care
- Lead timely access to patient care within your specialty
- Contribute to the provision of excellence in clinical services, research, education and knowledge transfer within Fertility services.
- 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.
- Contribute to the establishment and maintenance of a high-quality multidisciplinary team, appropriate access to Fertility services, open communication, collaborative working relationships and professional behaviours at all times.
- Contribute to the establishment and maintenance of high-quality collaboration with the broader public fertility services to ensure timely and co-ordinated patient care
- Supervise Junior Medical Staff in your Unit and ensure that clear instructions are provided on when and how junior staff reporting to you should contact you for patient related matters
- Actively participate in the training and teaching of medical students, junior medical staff and the wider hospital across all sites of Northern Health
- Build supportive relations with Junior Medical Staff who report to you and encourage open communication including escalation of clinical and non-clinical concerns.
- Participate in Team Meetings
- Duties as outlined in the relevant Enterprise Agreement

Financial Management

- Ensure that there is financial responsibility and accountability across the functions under the position's control and develop and implement financial strategies that will ensure budgetary targets and key performance indicators are met.
- Initiate and implement actions to improve the financial effectiveness of all functions, under the positions control.

Workforce

- Participate and co-operate in consultative processes to improve health and safety.
- Observe safe working practices and as far as you are able, protect your own and others' health and safety.

- Manage staff through effective recruitment, retention recognition and 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 within area of responsibility and provide a safe and positive workplace
- Provide leadership and support for direct reports, appraise their performance, ensure staff complete mandatory and required training and are provided with professional training and development opportunities.
- Complete all mandatory training and professional development requirements.

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

SELECTION CRITERIA

Qualifications, Registrations and Qualities**Essential**

- Medical registration with the Medical Board of Australia under the Australian Health Practitioner Regulation Agency (AHPRA).
- Fellowship of the Royal Australian and New Zealand College of Obstetricians & Gynaecologists (RANZCOG) or equivalent is essential.
- Eligible for registration for Medicare provider number.

Experience

- Demonstrated commitment to high quality patient care
- Demonstrated leadership skills in the area of their expertise
- Demonstrated clinical skills in the area of Fertility Care

Knowledge, Skills and Behaviours

- Clinical knowledge and skills in the area of Fertility Care
- Behaviours reflective of the principles articulated by the Royal Australian and New Zealand College of Obstetricians and Gynaecologists

Employee Declaration

I have read, understood and accept the above Position Description.
(Please print name)

Signature:

Date: