

Position Description

Endocrine Surgeon

Classification:	As per contract
Business unit/department:	Upper GI and Endocrine Surgery
Work location:	Austin Hospital ☒ Heidelberg Repatriation Hospital ☒ Royal Talbot Rehabilitation Centre ☐ Other ☐ (please specify)
Agreement:	AMA Victoria - Victorian Public Health Sector Medical Specialists Enterprise Agreement 2022-2026
	Choose an item.
	Choose an item.
Employment type:	Part-Time
Hours per week:	As per contract
Reports to:	Director, Upper Gastrointestinal Surgery
Direct reports:	Nil
Financial management:	NA
Date:	July 2026

Position purpose

Consultant Endocrine Surgeons are expected to provide high level surgical services within their approved scope of clinical practice. As all Surgeons are expected to be able to provide routine surgical services and cover “on call” after hours, a minimum mandatory level of expertise and set of skills is necessary.

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.

About the Directorate/Division/Department

The Upper GI and Endocrine Unit is a combined unit, and is part of the Division of Surgery, Anaesthesia & Procedural Medicine. It is responsible for the provision of services within these specialties as well as general surgery to patients across Austin Health, situated at Austin Hospital and Heidelberg Repatriation Hospital.

The Unit is committed to the provision of high quality patient care and maintains an ongoing commitment to Under Graduate and Post Graduate teaching. It also provides a consultative service for other units with Austin Health.

Position responsibilities

Role Specific:

- Provide comprehensive management of inpatient and outpatients.
- Participate in Unit meetings and activities.
- Provide an on-call service as required.
- Provide a consultative service to other Units as required.
- Supervise trainees and junior medical staff.
- To assist the Director in administrative duties as required including the development and review of policies and procedures for the provision of services, updating as needed to reflect best practice and evidence-based medicine.
- To assist in the evaluation of the delivery of services and in implementing appropriate quality and risk management initiatives.
- Demonstrate a commitment to working as a team member with peer medical, junior medical, nursing and other clinical staff to provide efficient, safe and quality care across the continuum.
- Utilise the QUEST framework to support patient flow, timely discharge planning, and efficient use of hospital resources.

Teaching, Training and Research:

- Contribute to the supervision, education and training of junior medical, nursing and other clinical staff, including participating in their performance appraisal and feedback processes.
- Participate in both undergraduate and postgraduate teaching activities.
- Commitment to facilitate, conduct and participate in clinical and/or basic research.
- Participate in the auditing and review of clinical practices to improve clinical outcomes.

All Employees:

- Comply with Austin Health [policies & procedures](#) as amended from time to time
- Comply with the Code of Conduct and uphold our values, and diversity and inclusion commitments
- Maintain a safe working environment for yourself, colleagues and members of the public. Escalate concerns regarding safety, quality and risk to the appropriate staff member, if unable to rectify yourself
- Comply with the principals of patient centered care
- Comply with Austin Health mandatory training and continuing professional development requirements
- Work across multiple sites as per work requirements and/or directed by management



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People Management Roles:

- Maintain an understanding of individual responsibility for safety, quality & risk and actively contribute to organisational quality and safety initiatives
- Ensure incident management systems are applied and a response to local issues and performance improvement occurs
- Support staff under management to comply with policies, procedures and mandatory training and continuing professional development requirements

Credentialing and Scope of Clinical Practice

Core Scope of Clinical Practice – Procedures, therapies and competencies that a Fellow from the respective specialist medical college would be competent in practicing. This only applies to practice at Austin Health and its campuses.

1. Perform pre-operative assessment of patients with conditions of the thyroid gland, parathyroid glands, adrenal glands and the endocrine pancreas
2. Demonstrate an understanding of the management options, indications and contraindications and complications associated with recommended procedures
3. An understanding of and ability to order, integrate and interpret peri-operative testing and evaluation related to Endocrine Surgery
4. Demonstrate a high level of medical knowledge related to the conditions of disorders of thyroid gland, parathyroid glands, adrenal glands and the endocrine pancreas
5. Demonstrate clinical, intra-operative and peri-operative decision-making that is based upon sound medical knowledge, which minimises complications and demonstrates an awareness of the limitations of clinical experience and technical skills
6. Develop fundamental competency of technical laparoscopic and therapeutic endoscopic skills related to the practice of Endocrine Surgery.

This will be assumed if the Endocrine has a Fellowship of the Royal Australasian College of Surgeons or equivalent and an ongoing continuous practice in this specialty with recognized training

Extended Scope of Clinical Practice – Procedures, therapies and competencies that a Fellow from the respective specialist medical college would be competent in practicing after additional training, qualifications and experience as determined by the Head of Unit* has been completed. This only applies to practice at Austin Health and its campuses.

*The Head of Unit is expected to apply guidelines from the respective specialist medical college and appropriate state, national and international guidelines.

1. Laparoscopic Adrenalectomy

Emergency/Life threatening situation – In a medical emergency situation, any medical staff member who is credentialed at Austin Health is permitted to provide necessary patient care, as best able, and outside their defined scope of clinical practice in order to provide life-saving measures and/or to prevent serious harm.



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Please note – Recognising the dynamic and rapidly advancing nature of medical practice, if you believe a novel competence, practice or procedure should be included within your specialty's scope of clinical practice, please speak to your Head of Unit and refer to the 'Introduction of a New Technology / Clinical Practice' policy on the HUB.

For general accreditation the following need to be satisfied

- Demonstrated continuing professional development
- Regular attendance at audit
- Participation in one or more of the following
 - Teaching or research
 - Organising audit
 - Clinical governance
 - Other role within Austin Health but outside of the unit/specialty
 - College role

For each area where special expertise needs to be demonstrated, some or all of the following criteria will be used to assess accreditation:

- Specialist training or a specific fellowship
- Significant accumulated total experience in the field
- Recent experience (adequate number of cases per year in previous years)
- Satisfactory completion of an acceptable outside organisations credentialing requirements.

Selection criteria

Essential Knowledge and skills:

- A commitment to Austin Health values.
- Must be a registered Medical Practitioner in Australia with the Australian Health Practitioner Regulation Agency (AHPRA).
- Current Fellowship of the Royal Australasian College of Surgeons or equivalent.
- Have appropriate training and experience applicable to the field of Endocrine Surgery and General Surgery
- Sub-specialty interests strongly encouraged.
- Demonstrated commitment to high quality patient care.
- Demonstrated commitment and ongoing activity in research and/or clinical audit activities.
- Involvement in teaching and training of medical, technical and nursing staff, including at undergraduate and post-graduate level.
- Attendance and active involvement in relevant departmental, organisational and external meetings (i.e. College, Association and National/International bodies).
- Demonstrates engagement, teamwork and collaboration.
- Have demonstrated ability to communicate effectively at all levels.
- Have demonstrated understanding of, and commitment to Clinical Governance.

Desirable but not essential:

- A sound understanding of information technology including clinical systems.



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Professional qualifications and registration requirements

- Must be a registered Medical Practitioner in Australia with the Australian Health Practitioner Regulation Agency (AHPRA).
- Current Fellowship of the Royal Australasian College of Surgeons or equivalent.

Quality, safety and risk – all roles

All Austin Health employees are required to:

- Maintain a safe working environment for yourself, colleagues and members of the public by following organisational safety, quality and risk policies and guidelines.
- Escalate concerns regarding safety, quality and risk to the appropriate staff member, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with the principles of person-centered care.
- Comply with requirements of National Safety and Quality Health Service Standards and other relevant regulatory requirements.

Other conditions – all roles

All Austin Health employees are required to:

- Adhere to Austin Health's core values: *our actions show we care, we bring our best, together we achieve, and we shape the future.*
- Comply with the Austin Health's Code of Conduct policy, as well as all other policies and procedures (as amended from time to time).
- Comply with all Austin Health mandatory training and continuing professional development requirements.
- Provide proof of immunity to nominated vaccine preventable diseases in accordance with Austin Health's immunisation screening policy.
- Work across multiple sites as per work requirements and/or directed by management.

General information

Cultural safety

Austin Health is committed to cultural safety and health equity for Aboriginal and/or Torres Strait Islander People. We recognise cultural safety as the positive recognition and celebration of cultures. It is more than just the absence of racism or discrimination, and more than cultural awareness and cultural sensitivity. It empowers people and enables them to contribute and feel safe to be themselves.

Equal Opportunity Employer

We celebrate, value, and include people of all backgrounds, genders, identities, cultures, bodies, and abilities. We welcome and support applications from talented people identifying as Aboriginal and/or Torres Strait Islander, people with disability, neurodiverse people, LGBTQIA+ and people of all ages and cultures.



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Austin Health is a child safe environment

We are committed to the safety and wellbeing of children and young people. We want children to be safe, happy and empowered. Austin Health has zero tolerance for any form of child abuse and commits to protect children. We take allegations of abuse and neglect seriously and will make every effort to mitigate and respond to risk in line with hospital policy and procedures.



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