

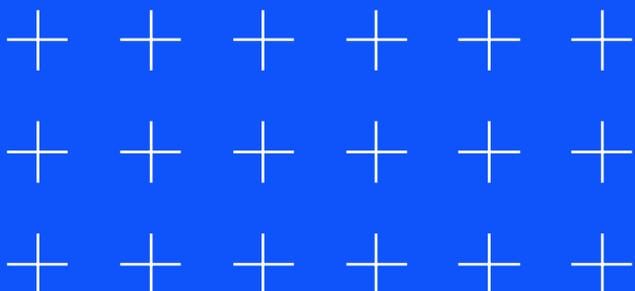
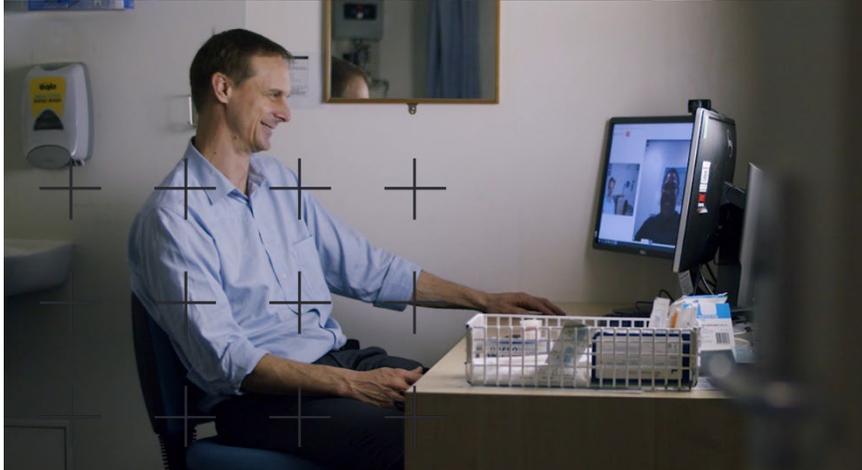


**The Royal
Melbourne
Hospital**

**Advancing
health
for everyone,
everyday.**

Could this be you?

**Join The Royal
Melbourne
Hospital Team**



Position Description

**Neurosurgery - Neuro-Oncology
Fellow**



THE ROYAL MELBOURNE HOSPITAL

The Royal Melbourne Hospital (RMH) began in 1848 as Victoria’s first public hospital. And while we only had 10 beds to our name, we had the community of Melbourne behind us, and we were ready to provide the best possible care for those in need.

Since those early years, we’ve moved forward with purpose. Always at the forefront, leading the way on improving the quality of life for all.

Today the RMH is one of the largest health providers in the state, providing a comprehensive range of specialist medical, surgical, and mental health services; as well as rehabilitation, aged care, outpatient and community programs.

Our reputation for caring for all Melburnians is as essential to who we are as any scientific breakthrough we make. We’re here when it matters most, and we’ll continue to be the first to speak out for our diverse community’s wellbeing.

OUR VISION

Advancing health for everyone, every day.

THE MELBOURNE WAY

At The RMH we’re inspired by our vision of Advancing health for everyone, every day. While we’re each going about our different roles, we’re united by a shared understanding of the way we do things around here. We call it The Melbourne Way. We put people first — leading with kindness and working together, we excel as one Royal Melbourne Hospital.

People First



People are at the heart of everything we do. We take the time to understand how we can make the most positive difference for them.

Lead with Kindness



Our care and compassion sets us apart. We lead the way with a respectful, inclusive spirit — embracing the things that make us all unique.

Excellence Together



True excellence is only possible when we work as one Royal Melbourne Hospital community. Through collaboration, we set the highest of standards and achieve our goals.

OUR PRIORITIES

The RMH Strategic Plan: Towards 2025. Advancing health for everyone, every day is our plan for the future — one which we are committed to achieving together. This position contributes to the achievement of the five Strategic Goals, articulated in the plan:

1. Be a great place to work and a great place to receive care
2. Grow our Home First approach
3. Realise the potential of the Melbourne Biomedical Precinct
4. Become a digital health service
5. Strive for sustainability



Position Description

Position Title:	Neurosurgery - Neuro-Oncology Fellow
Service:	Neuroscience, Cancer and Infection Medicine
Location:	The RMH Parkville
Reports To:	Director of Neurosurgery
Enterprise Agreement:	AMA Victoria - Victorian Public Health Sector – Doctors in Training Enterprise Agreement 2022–2026
Classification:	HM25+ - As per EBA
Employment Status:	Full Time / Fixed Term
Immunisation Risk Category:	Category A
Date of Review:	January 2026

POSITION SUMMARY

Subspecialty post-fellowship training in neuro-oncology neurosurgery.

The fellow will contribute to the general neurosurgery activities of the Department of which there are 17 neurosurgeons, 10 registrars, 12 residents and 2-3 specialty service Fellows. The fellow will be involved in the clinical, audit and research activities of the Department of Neurosurgery and participate in the rotating on call roster.

The daily workings of the Department of Neurosurgery include:

- Daily Ward rounds
- Outpatient Clinics
- Assessment of emergency patients and referrals
- Assessment of elective patients for surgery
- Attendance in the operating theatre.

The educational activities of the Department of Neurosurgery include:

- Weekly neuroradiology meetings
- Weekly tutorials
- Weekly mortality and morbidity discussion
- Monthly neurosurgical journal club meetings
- Monthly surgical forums
- Monthly neuro ophthalmology forum
- Regular neurosurgical and hospital audits



DEPARTMENT DESCRIPTION

The Department of Neurosurgery provides a comprehensive inpatient service for patients with neurosurgical diseases, with a clinical and referral service for patients with intracranial, spinal and peripheral nerve disorders requiring neurosurgical assessment and treatment. Each year, the Department treats over 13,000 outpatients and is involved in more than 1500 operations at The Royal Melbourne Hospital. There are 46 dedicated Neurosurgery beds together with patients in ICU, Trauma and Oncology.

The Department of Neurosurgery has active clinical and laboratory research programs that augment each of the clinical specialised programs undertaken by the Department alone and in conjunction with the Departments of Neurology, Radiology and Oncology. Many clinical programs are involved with national and international clinical trials.

The specialised clinical programs include: Brain Tumours, Cerebrovascular Surgery, Spinal Disorders, Neurotrauma, Neuroendocrinology, Epilepsy, Skull-base surgery and Functional and Pain Neurosurgery. The Department has an active research and teaching program at both an undergraduate and postgraduate level for medical, nursing and allied health staff.



KEY ACCOUNTABILITIES

- Take reasonable care for your safety and wellbeing and that of others.
- Work in your scope of practice and seek help where required.
- Work in partnership with consumers, patients and where applicable carers and families.
- Work collaboratively with colleagues across all RMH teams.
- Continue to learn through mandatory training and other learning activities.
- Seek feedback on your work including participation in annual performance discussion.
- Speak up for safety, our values and wellbeing.
- Prioritise wellbeing and ensure safe work practices are developed and adhered to in their area.
- Respect that the RMH is a smoke-free environment.
- Provide high quality standards of patient care. This includes the assessment, planning, implementation and evaluation for care in collaboration with multidisciplinary team.
- Contribute to the development of junior staff including medical students, interns and residents to the area.
- Accept accountability for own actions and seek guidance if situations exceed the defined scope of practice of accredited registrar.
- Perform medical interventions and procedures in accordance with Melbourne Health policy and procedures.
- Manage risk and actively work towards implementing risk reduction strategies.
- Demonstrate expert practice and leadership through liaison, communication and education of specialist services, community services and patient and carers.
- Acknowledge responsibility and accountability for own actions and seek assistance when necessary.
- Provide advanced and extended practice that demonstrates a high level of ability in complex care situations.
- Deliver evidence based medical care.
- Liaise with the multi-disciplinary health care team to achieve the desired patient outcomes.
- Support integration of undergraduate, graduate and postgraduate medical students within the unit.
- Development and implementation of policies and procedures in collaboration with key stakeholders applicable to the strategic direction of Melbourne Health.
- Initiate, participate in and/or facilitate research.
- Demonstrate a commitment to ongoing professional development and achievement of the unit and organisational performance indicators.
- Participate and/or facilitate continuing education sessions, committees, special projects and relevant professional groups.
- Promote patient advocacy, health promotion and teaching.
- Promote a friendly, respectful and supportive environment within the unit and organisation.
- Participate in staff meetings and forums.
- Ensure the vision, purpose and values of the organisation are understood and integrated into daily practice.
- Aware of the financial requirements of the unit & demonstrates an awareness of cost-effective medical practice.
- Actively participate in performance reviews either on an annual or rotation basis.
- Contribute to organisation-wide and service/division initiatives and planning activities.

KEY RELATIONSHIPS

Internal

- Director of Neurosurgery
- Department of Neurosurgery
- All Medical Staff at RMH
- Health, Nursing and Allied Health Staff in Neurosciences

External

- Medical Staff from Referring Hospitals
- Precinct Education and Research Associates
- General Neurosurgery and Neuro-Oncology Services including Peter MacCallum Cancer Centre



KEY SELECTION CRITERIA

Formal Qualifications:

- Registration with (or eligible for registration with) The Medical Board of Australia – AHPRA
- Appropriate tertiary health qualifications – MBBS or equivalent

Essential:

- Commitment to live the Melbourne Way - putting people first, leading with kindness and achieving excellence together.
- Eligible for registration with the Australian Health Practitioners Regulation Authority.
- Appropriate health professional tertiary qualification/s – a minimum of two years post intern experience.
- Clinical skills in Neurosurgery (appropriate to the level of training)
- Ability to contribute effectively as a participating team member within a multidisciplinary team environment
- Strong leadership skills
- Strong organisational skills
- Strategic thinking and planning abilities
- Well-developed communication, negotiation and presentation skills
- Proven track record in the pursuit of clinical excellence
- Commitment to ideals of best practice, excellence in clinical care, teaching and research
- Experience in the implementation of quality improvement, work practice reform and change within a large organisation
- Knowledge and understanding of health the care industry, including national and international trends in the provision of quality neurosurgery

KEY PERFORMANCE INDICATORS

Your performance will be measured through your successful:

- Demonstration of RMH values
 - Achievement of portfolio specific KPI targets
 - Participation in and satisfactory feedback through the annual performance review process
 - Ability to maintain a safe working environment and ensure compliance with legislative requirements
 - Completion of mandatory training activities including training related to the National Standards;
 - Participation in the RMH and Division/Service specific business planning process (if required);
 - Ability to take accountability for all reasonable care to provide a safe working environment within your area of responsibility and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity.
-



AT THE RMH WE:

- Aim to provide a working environment that is safe and without risk to the health, safety and wellbeing of all employees, patients and consumers, and visitors.
- Speak up for patient, consumer, colleague and visitor safety, escalating issues if required.
- Deliver Safe, Timely, Equitable, Person-centred Care (STEP) in line with our clinical governance framework.
- Work in accordance with relevant policies, procedures, standards and legislation including those related to clinical or competency requirements, risk management, discrimination, equal opportunity and health safety and wellbeing.

OUR COMMITMENT:

- **Equity, Inclusion, Belonging and Safety**
 - As a leader in healthcare, we recognise the need to foster a culture of equity, inclusion, and belonging — safe spaces where every individual is empowered to be their authentic self, contributing meaningfully to the collective well-being of our community.
- **First Nations Commitment**
 - We acknowledge and pay our respects to the Traditional Owners of the lands on which we work and stand in solidarity with Aboriginal and Torres Strait Islander peoples. We are committed to creating a culturally safe environment that honours First Nations voices, knowledge, and self-determination through inclusive governance, respectful policies, and a steadfast commitment to anti-racism. The Royal Melbourne aspires to lead by example in addressing the injustices of colonisation and its ongoing impacts.
- **Child Safe Standards**
 - RMH is a child safe organisation. We are dedicated to fostering an environment that respects and upholds the rights of children and young people, in line with the Child Safe Standards. We actively embed these standards in our culture, policies, and practices, ensuring that the safety and wellbeing of children and young people is a central priority.
- **Equal Opportunity and Accessibility**
 - We are proud to be an equal opportunity employer that champions diversity in all its forms. We value the strengths and perspectives that come from people of all backgrounds, identities, abilities, and lived experiences. We encourage applicants from all communities, and we will provide reasonable adjustments to support equitable participation.
- **Thriving Together**
 - Together, we are committed to fostering an environment where everyone feels respected, safe, and empowered to thrive.

ACCEPTANCE

I acknowledge and accept that this position description represents the duties, responsibilities and accountabilities that are expected of me in my employment in the position. I understand that The RMH reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

Employee Signature

Employee Name (please print)

Date
