



Wuchopperen
HEALTH SERVICE LTD

POSITION DESCRIPTION

Position Title: Medical Officer

Classification: As agreed commensurate with qualifications and experience

Location: Cairns

Reporting Relationship: Coordinator, Health Services

About Wuchopperen

Wuchopperen Health Service Limited (Wuchopperen) is a community connected and controlled organisation with a solid history of providing holistic health and wellbeing services for Aboriginal and Torres Strait Islander people in Cairns and surrounding districts.

Wuchopperen's vision is keeping our generations growing strong. Culture underpins our diverse and client-centric service delivery model offering our community whole of life support from pre-birth right through to our elders.

From our humble beginnings in the 1970s, Wuchopperen has grown into a dynamic and innovative service that prides itself on strong community representation, leadership and governance.

Our Strategic Priorities



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Our Values and Behaviours



The role:

To provide high quality primary health care services to clients of Wuchopperen.

The position of Medical Officer reports to a Coordinator, Health Services and has no direct responsibility for supervision of staff.

Significant liaison and coordination with the Clinic and clinical teams is required, together with maintaining regular contact with internal and external health professionals, service providers and other stakeholders to ensure effective outcomes for clients.

Key Responsibilities include:

1. Provide clinical services to advance the health of clients of Wuchopperen including specific services of general medical practice, emergency care and community health;
2. Contribute to the planning, delivery and evaluation of the primary health programs and services delivered by Wuchopperen;
3. Contribute to the development of clinical policies and best practice service delivery in primary health care;
4. Actively implement the suite of EPC items including Aboriginal and Torres Islander health checks as part of routine planned care;
5. Participate in case planning conferences to ensure client care is planned and managed effectively;

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6. Provide client care in accordance with the ethics and standards of the medical profession;
7. Ensure that concise comprehensive, and accurate client records are maintained in a timely manner;
8. Maintain appropriate records that provide the service with timely and accurate reports;
9. Develop and maintain working relationships with internal and external health service providers to ensure coordinated continuity of care;
10. Undertake professional development activities to ensure the continued delivery of best practice clinical care;
11. Participate in medical research and quality assurance programs to ensure safe and effective health care;
12. Participate in organisational and community activities to advance the health and wellbeing of Aboriginal and Torres Strait Islander people.
13. Work within Wuchopperen's Policies and Procedures including the Staff Code of Conduct and the Work Health and Safety requirements and contribute to continuous improvement processes to ensure compliance with relevant standards and safe, effective service delivery.
14. Other duties as required, within your skills, experience and capacity.

Core Capabilities

Assessment of merit for this role will be based on the knowledge, skills and experience, potential for development and personal qualities. The competencies listed below are considered to be the most critical for success in this role.

For applicants to be successful in this role, they should demonstrate:

1. Degree in Medicine from a recognised University. Current Registration with Australian Health Practitioner Regulation Agency. Eligibility for a Medicare Provider Number, Certified copies of qualifications and current registration is required to be provided prior to the commencement of clinical duties.
2. Knowledge and understanding of Aboriginal and Torres Strait Islander societies and cultures from an historical and contemporary perspective, including the ability to communicate effectively and sensitively with Aboriginal and Torres Strait Islander people.
3. Commitment to work within the principles of Aboriginal and Torres Strait Islander community control including willingness to develop the leadership of Aboriginal and Torres Strait Islander staff.
4. Extensively developed interpersonal and communication skills including the ability liaise with a range of stakeholders as well as effectively advocate for Aboriginal and Torres Strait Islander people.
5. Demonstrated ability to work independently and in a multi-disciplinary team environment, prioritise and meet deadlines, deal with matters of a sensitive and confidential nature.

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6. Demonstrated ability to meet and work within the core values and behaviours of Wuchopperen.

Other Requirements

- It is a condition of employment in this role for the employee to be, and remain, vaccinated against measles, mumps, rubella, varicella (chicken pox), pertussis (whooping cough) and hepatitis B
- It's a mandatory condition of employment for the employee to be vaccinated against COVID-19. Evidence of two vaccinations must be provided before employment is confirmed.
- The Medical Officer **must** have current registration with the Australian Health Practitioners Regulation Agency and preferably with Immunisation Endorsement.
- Proof of qualifications and current registration is required to be provided prior to the commencement of duty.
- Possession of a current CPR certificate or commitment to obtain within the first six weeks of employment is essential.
- Possession of a current Queensland "CA" class driver's licence is essential.
- Commitment to work within the principles of Aboriginal and Torres Strait Islander community control including a willingness to develop the leadership of Aboriginal and Torres Strait Islander staff.
- Ability to use Microsoft products and the ability to use or willingness to gain proficiency in the client information management systems.

How to apply:

Please submit the following for the panel to assess your suitability. Applications which do not meet these requirements will not be considered.

- Your **resume**, including a comprehensive employment history, your qualifications and the contact details for at least two referees (one should be your current supervisor)
- A supporting **cover letter** of no more than two pages, outlining your experience, skills and knowledge that are relevant to the advertised role. Your written response must reflect the competencies outlined in core capabilities.
- Evidence of at least two Covid-19 vaccinations (ie. Immunisation History Statement).

Additional information:

- A non-smoking policy is effective in Wuchopperen's buildings, offices and motor vehicles on all Wuchopperen grounds, across all sites.
- Wuchopperen has a six (6) month probationary period for new employees.
- Employees may be required to work outside of core business hours from time to time.

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- Demonstrated commitment to ongoing self-development with a focus on qualifications/skills upgrade.
- Applications must be received by 5 pm on the closing date and can be emailed to recruitment@wuchopperen.org.au