



**Swan Hill
District Health**

Connected Care. Best Experience.



Inclusive

Compassionate

Progressive

Accountable

Director of Clinical Training

Medical Services | 0.4-0.6 FTE Swan Hill District Health

A part-time position is available for the Director of Clinical Training to join our enthusiastic team of Health Professionals in the Medical Services department at Swan Hill District Health.

The Position

The Director of Clinical Training will drive a culture of clinical excellence by supporting the organisation in the development of a skilled rural generalist workforce, this will be through development and strengthening of training posts and pathways. The role provides oversight for training provided to medical professionals including students with a major view on both undergraduate and postgraduate training pathways.

You Bring

To be successful in this role, you will possess:

Essential

- Specialist Registration with the Medical Board of Australia.
- Significant experience in the education, training and supervision of medical staff.
- Sound knowledge of contemporary prevocational medical training requirements, including the National Framework for Prevocational Medical Training (NFPMT).
- Understanding of International Medical Graduate (IMG) supervision requirements and Medical Board of Australia standards.
- Highly developed interpersonal, leadership and communication skills.
- Strong organisational and administrative capabilities.
- A demonstrated commitment to person-centred care and continuous quality improvement.
- Eligibility to meet all pre-employment requirements, including National Police Check, Working with Children Check and vaccination requirements.

Desirable

- Formal qualifications in education, medical education, training or a related field.
- Experience as a mentor, educator or clinical coach.
- Experience developing innovative rural training pathways and workforce initiatives.

Mandatory requirements

- Current National Police Check, or will to obtain.
- Working with Children's Check, or will to obtain.
- NDIS worker screening check, or will to obtain.
- Evidence of immunisation records/history as part of the Health Services Act 1988, 2020 Amendment (Mandatory Vaccination of Healthcare Workers).

About Swan Hill: Swan Hill is situated in North-West Victoria. Located on the beautiful banks of the Murray River with multiple tourist attractions and community events in the surrounding region.

About Swan Hill District Health: Swan Hill District Health is a 143 bed (including Aged Care), fully integrated rural public health facility servicing a greater community of around 35,000 people. At Swan Hill District Health (SHDH), our vision is to provide connected care, best experience for our community. SHDH is a compassionate, family friendly employer where every employee is a valued team member. Whilst encouraging and supporting work/life balance, SHDH also provides:

- ®A dynamic workplace
- ®Discounted Corporate gym memberships
- ®Salary Sacrifice/Packaging
- ®Professional Development opportunities
- ®Employee Assistance Program

Attract Connect Stay; our community are excited to see you and your family arrive. Let us help you connect; schools, partner employment, clubs, housing and the things that matter to you when building your new life.

To apply for this position please email your Cover letter responding to the Key Selection Criteria and up-to-date CV, to employment@shdh.org.au.

You will find the position description on our website – [Vacant positions](#)

Swan Hill District Health is an equal opportunity employer committed to diversity and inclusion. We welcome applications from Aboriginal and Torres Strait Islander people, people with diverse cultural and linguistic backgrounds and people with disability. If you require any reasonable adjustments to the recruitment process or the role, please let us know by contacting employment@shdh.org.au

Applications close: 4th September 2026

Swan Hill District Health reserve the right to interview and appoint candidates prior to this date.



Position:	DIRECTOR OF CLINICAL TRAINING
Classification:	As per Skillset & Qualifications
Department:	Medical Services
Reports to:	Executive Director of Medical Services
Positions Reporting to this role:	N/A
FTE:	0.4 - 0.6
Budget:	N/A
Position Summary:	The Director of Clinical Training will drive a culture of clinical excellence by supporting the organisation in the development of a skilled rural generalist workforce, this will be through development and strengthening of training posts and pathways. The role provides oversight for training provided to medical professionals including students with a major view on both undergraduate and postgraduate training pathways.
Key Accountabilities:	Key Performance Indicators (KPI's) will be established between the Director of Clinical Training and the Executive Director of Medical Services to support the following accountabilities and duties: • Lead the development, delivery and evaluation of prevocational (intern, postgraduate year 2/PGY 2)/Doctors in Training (DIT) orientation programs • Lead the development and evaluation of prevocational education programs • Participate in the delivery of prevocational education and training • Provide oversight for supervision structures that emphasise observation, assessment and feedback for the continuous development of prevocational doctors • Provide oversight for regular and frequent interactions between supervisors and prevocational doctors, supporting strong supervisor-prevocational doctor relationships • Provide oversight for the progression of prevocational doctors, including the early identification of learning gaps, or other performance issues, to enable targeted support and escalation to the Clinical Directors and/or Executive Director Medical Services (EDMS) as required • Provide oversight of regular, structured and frequent assessments of prevocational doctors by term supervisors, including: terms expectations set during the beginning of term discussion; mid-term assessments; end-of-term assessments • Identify opportunities for and facilitate term supervisor education and training as supervisors of prevocational doctors, in accordance with their obligations under the NFPMT (National Framework for Prevocational Medical Training)

	• Leads by example at all times, including demonstrating the skills, attributes and values of SHDH.
Key Selection Criteria:	ESSENTIAL • Specialist registration with the Medical Board of Australia (MBA) • Significant experience in educating, training and supervising medical staff • Familiarity with contemporary requirements for the education and training of prevocational doctors, including the requirements associated with the National Framework for Prevocational Medical Training (NFPMT) • Understanding of Levels of Supervision of International Medical Graduates (IMGs), in line with MBA registration requirements • Interpersonal skills that promote effective teamwork • Demonstrated organisational and administrative skills • Behavioural qualities that reflect SHDH Guiding Principles • Satisfactory evidence of National police check, Working with Children Check, vaccination status, and other requirements in line with SHDH policy and procedure DESIRABLE • Formal qualification in education and training • Experience as a mentor or willingness to undergo relevant training
Salary/Award:	Medical Specialists (Victorian Public Health Sector) (AMA Victoria/ASMOF) (Single Interest Employers) Enterprise Agreement
First Nations:	Swan Hill District Health would like to acknowledge First Nations communities of Wamba Wamba, Wadi Wadi, Barapa Barapa, Latji Latji and the Tatti Tatti people on whose land, we work and live. We pay respect to all Elders past and present and honour their connection to the land and water.
Continuous Quality Improvement:	• Each staff member is expected to demonstrate a commitment to best practice. All staff shall take responsibility for their own practice and share responsibility for creating and maintaining a system that provides safe, high quality health care. • All staff will participate in quality improvement activities aimed at improving patient outcomes and maintaining accreditation standards. • It is the responsibility of every staff member to be familiar with Health Service-wide and specific Department Policies & Protocols.
Person Centered Care:	The Health Service supports in its values the philosophy of Person-Centered Care to ensure all people, including health service providers, clients, their carers and family members are respectfully cared for and encouraged to participate in the provision of quality health care. We recognise diversity is part of every person & as such providers of health care must be actively involved in developing models of care that are person centered.

Child Safety:	All children have the right to feel and be safe. Keeping children safe is everyone's responsibility. SHDH is committed to providing a child safe environment where children are safe and feel safe, and where their voices are heard about the decisions that affect them. SHDH have zero tolerance to child abuse. Each employee has a responsibility to adhere to this requirement. Any breach of this standard will result in disciplinary action.
Our Purpose:	Connected Care / Best Experience SHDH commits to meet the growing health care needs of our community through our new vision to provide better connected care and to achieve the best care experience.
Privacy and Confidentiality:	SHDH are committed to protecting patient and staff privacy and confidentiality, as it is an important aspect of our commitment to providing high quality services. In accordance to both the Health Records Act and the Information Privacy Act, information should only be used and disclosed for the primary purpose of its collection. Each employee has a responsibility with adhere to SHDH's Privacy and Confidentiality Policy, as it is a condition of employment. Any breach of the rules of privacy and/or confidentiality relating to health service business, patients or medical records will result in disciplinary action.
Mandatory Training:	All employees must be aware of and complete designated mandatory training within the required time frame.
Safety:	RESPONSIBILITIES: It is the responsibility of every staff member to: • Take reasonable care for their safety and the safety of others while at work. • Report accidents, incidents and potential hazards as soon as reasonably practicable to their supervisor and record on VHIMS reporting system. • Advise their supervisor if they have an injury or illness that may affect their ability to perform the inherent requirements of their position. • Be familiar with emergency and evacuation procedures as detailed in the Emergency Procedures Manual. • Complete all Mandatory training requirements as identified and directed. • Comply with the Occupational Health and Safety Act and all SHDH O.H. & S. online Policies and Procedures.
Asset Management:	Staff with asset management responsibilities are required to adhere to the Asset Management Policy and Protocols.
Review:	Completion of My Work Plan on a yearly basis.
Previous Revision dates:	January 2021, July 2023
Current:	June 2025, August 2026
Managers Name:	Dr Jerry Abraham Alex
Managers Signature:	
Employees Name:	
Employees Signature:	



The Application for Employment form is required to be submitted with the following documents:

- ☐ Covering letter in support of application
- ☐ Response to Key Selection Criteria
- ☐ Applicants Curriculum Vitae

Position Applying for

General Information

Name

Address

Contact

Home phone

Mobile

Email

Are you of Aboriginal/Torres Strait Islander Origin? ☐ No ☐ Aboriginal ☐ Torres Strait Islander
(This question is voluntary)

Do you wish to be identified under this category? ☐ Yes ☐ No

Are you an Australian Citizen or Permanent Resident: ☐ Yes ☐ No Date of Grant/...../.....

If no, what is your current Visa Status – Visa type Expiry date/...../.....

Place/Country of issue: Issue Number:

Do you require sponsorship? ☐ Yes ☐ No

Conditions of Employment

Employment conditions are governed by the relevant Public Sector Health Industry Awards and EBAs relevant to the position applied for:

Initial employment is subject to:

- 6 months' probationary period (with a review at 3 months.)
- Requirement to work any shift
- Requirement to work in any department as required

Hours of Work – (Availability)

Discipline/Misconduct

Have you experienced discipline or misconduct action at any previous employment? ☐ Yes ☐ No

If **Yes**, please provide details:

Police and Working with Children Checks

Satisfactory Police Checks, and in some areas, Working with Children Checks are mandatory at the point of employment.

If you have a current Police Check and/or Working with Children Check, please show the check identifying numbers and the date of issue: _____

Upon engagement, you will be required to provide the necessary information to complete a Check. Please note that it is a condition of employment that you maintain a current satisfactory Police Check and, if required, Working with Children Check.

Pre-existing Health and Injury Declaration

Swan Hill District Health (SHDH) is committed to achieving a safe working environment for all employees. As part of this, it is our objective to ensure potential employees are not required to work in duties that they are not able to perform safely. As part of the application process for employment with SHDH, we request you to disclose any pre-existing injury or disease which may be adversely affected by the performance of the inherent requirements of the position you have applied for – as described in the Position Description for the position.

Pursuant to S.41 (1) and (2) of the *Workplace Injury Rehabilitation and Compensation Act 2013*, you are required to disclose to SHDH any pre-existing injury or disease that you have suffered of which you are aware, and could reasonably be expected to foresee, could be affected by the nature of this proposed employment.

Failure to make a disclosure, or the making of a false or misleading disclosure, would disentitle you to compensation pursuant to the *Workplace Injury Rehabilitation and Compensation Act 2013* should you suffer any reoccurrence, aggravation, acceleration, exacerbation or deterioration of your pre-existing injury or disease arising out of, or in the course of, or due to the nature of with SHDH. SHDH will rely upon any failure to disclose in accordance with the provisions of the *Workplace Injury Rehabilitation and Compensation Act 2013* as grounds for denying compensation in accordance with S.41 (1) and (2).

Should any alteration, change or rearrangement be necessary to enable you to carry out the inherent requirements of the position, we also request that you disclose these requirements. SHDH is an equal opportunity employer and will arrange any reasonable adjustment to enable a person with a disability to perform the inherent requirements of the position and therefore compete equally with other applicants for this position. Please disclose in the place below any pre-existing injury or diseases that you suffer from, or have suffered from, which could be affected by the nature of your proposed employment with Swan Hill District Health.

Disclosure advice: - (to be completed by the applicant)

I confirm that I have read and understood the contents of the above information and state that I have disclosed all relevant information in relation to my health and physical ability to carry out the inherent requirements of this position.

Signature of applicant: _____ **Date:**/...../.....

NOTE: If providing this form electronically, you accept that the information is true and correct by the action of submitting the form. You will be requested to sign the printed version at your interview if you are selected.

Enquiries:

Email address: employment@shdh.org.au

Phone: 03 50339315

Postal Address: PO Box 483 SWAN HILL VIC 3585