

Position Description

Position title:	Advanced Laparoscopic Surgery Fellow – AGES Advanced Training Program (AATP)
Department:	Laparoscopic Gynaecological Surgery
Classification:	As per award
Agreement:	AMA Victoria Public Health Sector – Doctors in Training Enterprise Agreement 2022-2026
Reporting to:	Training Director of AATP Unit, AGES and Head of Unit

About us

Located in Melbourne on the traditional lands of the Wurundjeri people of the Kulin Nation, the Royal Women's Hospital is Australia's first and leading specialist hospital for women and newborns. We offer expertise in maternity services, neonatal care, gynaecology, assisted reproduction, women's health and cancer services. We advocate for women's health in areas that have long been overlooked or stigmatised, including abortion, endometriosis, family violence, female genital mutilation, menopause, women's mental health, sexual assault and substance use in pregnancy.

Our vision, values and declaration

The Women's vision, values and declaration reflect our promise to our patients and consumers, and articulate our culture and commitment to our community and each other.

Our vision is '**Creating healthier futures for women and babies**'. Our values are:



Courage



Passion



Discovery



Respect

The Women's declaration reflects the principles and philosophies fundamental to our hospital, our people and our culture.

- **We are committed to the social model of health**
- **We care for women from all walks of life**
- **We recognise that sex and gender affect health and healthcare**
- **We are a voice for women's health**
- **We seek to achieve health equity**

Our commitment to inclusion

The Women's is committed to creating and maintaining a diverse and inclusive environment which enhances staff and consumer wellbeing, and nurtures a sense of belonging. We strongly encourage anyone identifying as Aboriginal and/or Torres Strait Islander to join us. We offer a range of programs and services to support First Nations employees. We invite people with disability to work with us, and we welcome anyone who identifies as linguistically, culturally and/or gender diverse, people from the LGBTQIA+ community and people of any age.

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About the department/unit

The Royal Women's Hospital has over 23 outpatient specialty services providing patient care. Gynaecology services are provided in two General Gynaecology Units each with a special interest. Gynaecology Unit 1 has a particular interest and expertise in management of Menstrual Disorders. The specialist clinic staffed by over 12 gynaecologists every week.

Position purpose

Fellows in Laparoscopic Gynaecological Surgery

- Train in advanced endoscopic skills
- teach and mentor junior trainees in laparoscopic surgery
- facilitate educational activities for registrars and perioperative staff
- establish and maintain knowledge of technological advances with industry partners
- promote and improve standards in gynaecological services and facilities
- become a leader in the development and continuation of clinical research within the unit

Fellows are responsible for the provision of excellent clinical care to women who are outpatients or inpatients of the Royal Women's Hospital and their babies and families.

The area of practice will be limited to the relevant specialty area except as agreed or as necessary in exceptional circumstances.

Key responsibilities

The fellow will provide care:

- In consultation with supervising consultants as appropriate.
- In accordance with rosters, daily duties and notes to daily duties as published on the Junior Medical Staff rosters website and varied from time to time (except as otherwise directed).
- Taking account of best available evidence regarding quality and safety including RWH Clinical Practice Guidelines.
- With effective communication with other members of the multidisciplinary team providing care.
- With accountability for care delivered by more junior medical staff under supervision or delegation.
- Comprehensively including timely record-keeping, discharge preparation and communication with referring practitioners and those providing ongoing care.

Fellows are expected to:

- Attend provided teaching and training sessions as rostered and appropriate to their role.
- Comply with the training requirements of accredited training positions.
- Actively undertake research projects within the two (2) year period of employment/contract.
- Participate in presentations and conduct of teaching and audit sessions suitable to level of training and experience.
- Provide supervision/teaching of more junior registrars and HMOs.
- Provide supervision/teaching of medical students.
- Participate in audit and practice improvement activities.
- Participate in multidisciplinary team meetings and activities.

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- Undertake duties as directed consistent with their skills and experience and as credentialed.
- Participate in relevant committees, management and service development activities commensurate with their skills and experience, in consultation with the JMS body.
- Develop collaboration, supervision and leadership skills appropriate to their career path and training level.

Training Program

This is a combined appointment between the Royal Women's Hospital and The Australasian Centre for Endoscopic Surgery.

There is a minimum 0.25 FTE at the Royal Women's Hospital and the remainder of the time is spent in the private sector.

The Fellow will be attached to this busy specialist unit within the Department of Gynaecology, with accreditation from the Australasian Gynaecological Endoscopy Society (AGES) for a 2-year program called the AGES Accredited Training Program (AATP)¹. The unit is dedicated to teaching and research and service delivery with a minimum of 8 operating lists per week. It performs over 200 major hysterectomies and myomectomies in the unit annually, with a high volume of other surgeries. The Fellow will gain experience in the following complex gynaecological surgeries in both the public and private sector:

- Complex laparoscopic and open hysterectomies
- Complex laparoscopic and open myomectomies
- Advanced benign pelvic surgery
- Advanced endometriosis surgery
- Endometrial ablations by first or second-generation treatment methods
- Advanced hysteroscopic techniques including resection of fibroids and polyps

Within the private sector there is additional exposure to:

- Pelvic floor repair, vaginal and laparoscopic
- Gynae-oncology
- Fertility surgery and IVF
- Robotic surgery

The Royal Women's Hospital is Australia's leading specialist women's health teaching hospital. It is located in the Parkville Biomedical Precinct, next to the University of Melbourne and the Melbourne Medical School and is adjacent to the Melbourne CBD. Melbourne is consistently ranked as one of the most livable cities in the world. The hospital provides clinical expertise and leadership in all areas of women's health and provides the most comprehensive training programs in Australia for obstetrics and gynaecology. Trainees are exposed to the broadest range of general and specialist services, teaching, training, with supervision from consultants who are recognised experts in their fields.

This position will also involve a substantial clinical and research workload. This position is funded for 0.25 EFT through The Royal Women's Hospital. The remainder of the remuneration

¹ <https://ages.com.au/training/trainee-information/overview-of-the-aatp/>

is funded through private assisting, and private partnership sponsorship. It incorporates private assisting, teaching, and research. It is suitable for accreditation with RANZCOG as Elective Programme training.

This position is most suitable for trainees who are in the last year of their FRANZCOG training and have passed both the written and oral exams.

Fellows are expected to commit to a two-year training program and to participate fully in clinical service, research, and training in laparoscopic surgery.

This position will commence on Monday, 2nd February 2026.

Please note this position is not included in the PMCV Computer match.

Other responsibilities

- Be aware of and work in accordance with Hospital policies and procedures, including Occupational Health and Safety, Infection Control, Equal Employment Opportunity and Confidentiality.
- Be respectful of the needs of patients, visitors and other staff and maintain a professional approach to all interactions.

Key Performance Indicators (KPI's)

KPI's are how you will be measured as meeting the responsibilities of the position. These will be set with you as part of your Performance Development Plan within the first six months of your appointment to the position.

Key selection criteria

Experience/qualifications/attributes

Essential:

- MB BS, MD or equivalent qualification.
- Registered Medical Practitioner with the Australian Health Practitioner Regulation Agency (AHPRA)
- MRANZCOG, FRANZCOG or equivalent
- Research qualification or credentials highly valued
- Comply with RWH policies and administrative requirements including policies regarding timesheets and leave arrangements.
- Ensure Medical Workforce Unit has current contact details to allow prompt contact for routine and for urgent matters.
- Establish RWH email and clear this at least once per shift.
- A high level of communication and interpersonal skills, with the ability to work effectively and collaboratively within a multidisciplinary team.
- The ability to educate with evidenced based information to assist informed decision making and a commitment to clinical excellence and customer service.
- A professional, positive, open and approachable demeanour.
- Embodiment of the Women's values.

Organisational relationships

- Unit Head, Gynaecology
- AGES AATP Training Director
- Other AATP Supervisors

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Inherent requirements

Inherent requirements are the essential tasks and activities that must be carried out in order to perform this role, including with adjustments. The Women's is committed to providing workplace adjustments that support all people to work with us. We welcome you to discuss any adjustments with the manager of this role during the recruitment process or at any time during your employment, as we acknowledge and understand circumstances can change. You can also request a copy of our workplace adjustments procedure for more information.

Physical Demands	Frequency
Shift work – rotation of shifts – day, afternoon and night	Frequent
Sitting – remaining in a seated position to complete tasks	Frequent
Standing - remaining standing without moving about to perform tasks	Occasional
Walking – floor type even, vinyl, carpet,	Frequent
Lean forward / forward flexion from waist to complete tasks	Occasional
Trunk twisting – turning from the waist to complete tasks	Occasional
Kneeling – remaining in a kneeling position to complete tasks	Occasional
Squatting / crouching – adopting these postures to complete tasks	Occasional
Leg / foot movement to operate equipment	Occasional
Climbing stairs / ladders – ascending and descending stairs, ladders, steps	Rare
Lifting / carrying – light lifting and carrying less than 5 kilos	Occasional
– Moderate lifting and carrying 5–10 kilos	Rare
– Heavy lifting and carrying – 10–20 kilos.	Rare
Push/Pull of equipment/furniture – light push/pull forces less than 10 kg	Occasional
– moderate push / pull forces 10–20 kg	Rare
– heavy push / pull forces over 20 kg	Rare
Reaching – arm fully extended forward or raised above shoulder	Rare
Head / Neck Postures – holding head in a position other than neutral (facing forward)	Occasional
Sequential repetitive actions in short period of time	
– Repetitive flexion and extension of hands wrists and arms	Frequent
– Gripping, holding, twisting, clasping with fingers / hands	Frequent
Driving – operating any motor-powered vehicle with a valid Victorian driver's license.	Rare
Sensory demands	Frequency
Sight – use of sight is integral to most tasks completed each shift	Constant
Hearing – use of hearing is an integral part of work performance	Constant
Touch – use of touch is integral to most tasks completed each shift.	Frequent
Psychosocial demands	Frequency
Observation skills – assessing / reviewing patients in /outpatients	Constant
Problem Solving issues associated with clinical and non-clinical care	Constant
Attention to Detail	Constant
Working with distressed people and families	Frequent
Dealing with aggressive and uncooperative people	Occasional
Dealing with unpredictable behaviour	Constant
Exposure to distressing situations	Frequent

Definitions used to quantify frequency of tasks/demands as above

Prolonged/constant	70 – 100 % of time in the position
Frequent	31 – 69 % of time in the position
Occasional	16 – 30% of time in the position
Rare	1 – 15% of time in the position
Not applicable	0% of time in the position

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Employee awareness and responsibilities

- Employees are required to be aware of, and work in accordance with, hospital policies and procedures.
- Employees are required to identify and report incidents, potential for error and near misses, to improve knowledge systems and processes and create a safe environment for staff and patients.
- Employees agree to provide evidence of a valid employment Working with Children Check and provide complete details for the Women's to undertake a Nationally Coordinated Criminal History Check (NCCHC).
- Our vision is a future free from violence and discrimination in which healthy, respectful relationships are the norm. The Women's expects all staff to contribute to a culture that promotes and supports diversity, equity, respect and inclusion.
- The Women's provides pregnancy termination services as part of its public health responsibility to provide safe health care to women.

Vaccination requirements

As this role has direct physical contact with patients and clinical environments, employees are required to be vaccinated against or demonstrate immunity to influenza, COVID-19, whooping cough (pertussis), hepatitis B, chicken pox, MMR (measles, mumps, rubella) and may include hepatitis A, and complete screening for tuberculosis.

Employment with the Women's is conditional upon the provision of satisfactory evidence of vaccination and/or screening, and we may withdraw an offer of employment if the required evidence is not provided at least five business days prior to the intended start date.

Declaration

By accepting this position description electronically I confirm I have read, understood and agreed to abide by the responsibilities and accountabilities outlined.

Developed date: March 2026

Developed by: Head of Unit – Gynaecology Unit

Review by: Manager, Medical Workforce Unit

Date of next review: March 2027

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