

Position Description

Position title:	Neonatal Consultant
Department:	Neonatal Services
Classification:	As per Award
Agreement:	Medical Specialists (Victorian Public Health Sector) (AMA Victoria/ASMOF) (Single Interest Employers) Enterprise Agreement 2022 – 2026
Reporting to:	Medical Director, Neonatal Services

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

Neonatal Services at the Women's provides care to infants both the Newborn Intensive and Special Care (NICU) units and other areas of the hospital (for example, the postnatal wards, emergency department and outpatient departments). Approximately 2000 infants are admitted to NICU each year, with around 250 infants below 32 weeks' gestation at birth. The majority (approximately 85%) of infants are inborn. A range of sub specialist services are readily available from the Royal Children's Hospital, which is in close proximity to the Women's.

NICU incorporates a multidisciplinary, family-integrated model of care developed to improve consistency and continuity of care and engagement of families. The Women's newborn clinics provide detailed multidisciplinary assessment of growth, general health and development of all high-risk babies born and outpatient follow-up according to national guidelines of babies for other reasons. These include prematurity, hypoxic-ischaemic encephalopathy, perinatal brain injury, congenital anomalies and other risk factors, including vulnerable infants exposed to alcohol and other drugs in pregnancy via the Women's Alcohol and Drug Service.

The neonatal unit also has a key role in providing education and training for local, national, and international students and health professionals. Neonatal Services has a strong history of both independent and collaborative research, and has been a leader in clinical research within Australasia and internationally.

Position purpose

Neonatal Services at the Women's is looking for a skilled and motivated Neonatal Consultant to join a team of committed medical, nursing, allied health and research team members who are primarily focused on improving the care and outcomes for babies and their families. The Neonatal Consultant will provide expert clinical leadership in the delivery of high-quality, family-integrated, evidence-based neonatal care at the Women's, both in NICU and outpatients, and will participate in the education, training, research and administrative activities of Neonatal Services as agreed with the Director (Medical). The successful applicant will contribute to the strategic development of Neonatal Services through excellence in clinical practice, education, research, quality improvement and clinical governance, supporting the Women's vision of creating healthier futures for women and babies.

Key responsibilities

1. Direct Clinical Care

- Provide medical care for infants at the Women's, including participation in the on-call roster
- Provide leadership in working in a multidisciplinary team, which includes other senior and junior medical staff, nursing staff, ward clerks, allied health staff, ward secretaries and patient services assistants.
- Provide leadership in communication and cooperation with referring paediatricians, obstetricians and referring hospitals.

2. Practice improvement, research and service development

- Promote and maintain exemplary standards of clinical practice to ensure the provision of high quality services to patients.
- Participate in the development, implementation and revision of treatment protocols and clinical guidelines to promote and ensure best practice standards.
- Work collaboratively with other team members and the Director to facilitate clinical service improvement through clinical audit and research.

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- Actively contribute to neonatal research activities, including investigator-led and multicentre studies, translation of evidence into practice, dissemination of research findings and development of collaborative research programs within Neonatal Services.
- Ensure that consumer input is welcomed and encouraged.

3. Education, Training and Professional Development

- Ensure awareness of clinical experience and proficiency of junior medical staff delegated to deliver care and provide direct supervision as necessary.
- Participate in clinical teaching of junior medical staff and medical students as appropriate, including involving students in clinical care, subject to consent of patients concerned.
- Assist in the instruction and professional development of postgraduate and undergraduate students of all health professions and disciplines.
- Participate as agreed in mentoring specific members of junior medical staff.
- Maintain personal qualifications in accordance with continuing certification requirements of relevant medical college or other body.
- Participate in hospital provided professional development activities and keep up to date with relevant developments in clinical and hospital practice.
- Contribute to the education program of FRACP candidates.
- Participate in the ward education activities.

4. Administrative responsibilities

- Assist the Director and/or Deputy Director in the administration of the service, as delegated.
- Attend departmental meetings, as required.
- Ensure that up to date contact details are notified to the designated staff member responsible for maintaining medical contact information. Some staff information will only be provided electronically.
- Participate in departmental service planning as requested by the Directors.

5. Quality and accreditation

- Participate in clinical governance activities including risk management, incident review, mortality and morbidity review, accreditation activities and implementation of quality and safety initiatives.
- Use clinical data and outcome measures to drive service evaluation and continuous quality improvement
- Ensure that medical records and data from patients under their care are accurate and timely.

OTHER RESPONSIBILITIES

- Be aware of and work in accordance with RWH policies and procedures, including Occupational Health and Safety, Equal Employment Opportunity and Confidentiality and ensuring staff under direct supervision are working within these guidelines.
- Other duties as directed consistent with the employee's skill level and classification.

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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.

- Demonstrates excellence in neonatal care for infants and families attending the Women's.
- Contributes to clinical governance, patient safety and quality improvement activities
- Demonstrate consistent practices and onward referral where indicated.
- Provides effective supervision, teaching and mentorship of trainees and multidisciplinary staff
- Demonstrate positive relationship building within the team, contributing to a healthy and safe working environment, where it is safe to speak up.
- Contributes positively to service development and strategic priorities of Neonatal Services
- Attend the department punctually for rostered working hours.

Key selection criteria.

Experience/Qualifications/Competencies

Essential Criteria

- Medical practitioner who is eligible for registration with the Medical Board of Australia
- FRACP (or equivalent) and completion of advanced training in neonatal-perinatal medicine
- Demonstrated expertise and contemporary clinical experience in neonatal-perinatal medicine within a tertiary or quaternary neonatal intensive care environment.
- Excellent interpersonal skills that facilitate cooperative and collaborative care across campuses and between disciplines.
- Demonstrated participation in research, quality improvement, patient safety and/or clinical governance activities
- Demonstrated experience in teaching, supervision and mentoring of medical trainees, students and multidisciplinary staff
- Competent computer literacy including use of electronic medical records and Microsoft Office applications.

Desirable Criteria:

- Higher degree (PhD, MD, MSc, MPH or equivalent)
- Experience in leading quality improvement, patient safety and education programs

Organisational relationships

Internal relationships

- Neonatology consultants and developmental paediatricians, nursing and allied health professionals
- Occupational Therapists, Physiotherapists, Speech Pathologists, Dieticians, Psychologists, Administrative staff
- Directors of Neonatal Services; Deputy Clinical Director
- All RWH clinical staff
- All RWH non-clinical staff
- Parents and families of babies in the hospital.

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External relationships

- Other health services specialising in infants and neonates including PIPER.
- Medical staff at other medical facilities with neonatal services.
- Universities and specialised training facilities.
- Special interest groups and communities of practice.
- Professional Associations

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	Not Applicable
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	Frequent
Trunk twisting – turning from the waist to complete tasks	Frequent
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	Occasional
Lifting/carrying – light lifting and carrying less than 5 kilos	Frequent
– Moderate lifting and carrying 5 – 10 kilos	Occasional
– Heavy lifting and carrying – 10 – 20 kilos.	Rare
Push/pull of equipment/furniture – light push/pull forces less than 10 kg	Frequent
– moderate push / pull forces 10 – 20 kg	Occasional
– heavy push / pull forces over 20 kg	Rare
Reaching – arm fully extended forward or raised above shoulder	Occasional
Head/neck postures – holding head in a position other than neutral (facing forward)	Rare
Sequential repetitive actions in short period of time	
– Repetitive flexion and extension of hands wrists and arms	Occasional
– Gripping, holding, twisting, clasping with fingers/hands	Occasional
Driving – operating any motor-powered vehicle with a valid Victorian driver's license.	Not Applicable
Sensory demands	Frequency
Sight – use of sight is integral to most tasks completed each shift	Prolonged/Constant
Hearing – use of hearing is an integral part of work performance	Prolonged/Constant
Touch – use of touch is integral to most tasks completed each shift	Prolonged/Constant
Psychosocial demands	Frequency
Observation skills – assessing/reviewing patients in/outpatients	Prolonged/Constant
Problem solving issues associated with clinical and non-clinical care	Frequent
Attention to Detail	Prolonged/Constant
Working with distressed people and families	Frequent
Dealing with aggressive and uncooperative people	Occasional
Dealing with unpredictable behaviour	Occasional
Job demands – high workload, tight deadlines, and competing priorities	Constant
Exposure to traumatic or distressing content or situations – including handling sensitive information arising from patient records, patient care activities, incident reports, adverse events, or investigations of adverse events.	Occasional
Role specific considerations	Not Applicable

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Support is available for staff exposed to psychological risks.
Any adjustments that may be required can be discussed with your manager.

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

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: July 2026

Developed by: Director (Medical) Neonatal Services & Manager, Medical Workforce

Date of next review: July 2027

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