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## POSITION DESCRIPTION

# Director

## Centre for Primary Health Care and Equity

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Position Level	D or E
Faculty/Division	Medicine & Health
Position Number	00056171
Original document creation	July 2023

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### Position Summary

The Director of Primary Health Care and Equity Research has a leadership role in primary health care and health services translational research in the Faculty of Medicine. The individual in this role will play a leadership role in the development and implementation of improved models of primary care, particularly for populations that are under-served. The Centre works in close collaboration with NSW Health services, primary health networks and community and consumer organisations. It attracts funding from a range of sources, including UNSW and NSW Health (both centrally and through its Local Health Districts) and a variety of research grants.

The position contributes to the leadership within the Centre, as well as in the School of Population Health and UNSW Medicine & Health. The role also involves post graduate supervision and teaching in the postgraduate programs in the School of Population Health.

The role reports to Head, School of Population Health and has 5 direct reports.

### Accountabilities

#### Level D

Specific accountabilities for this role include:

- Review and update the strategic direction for the Centre, and its areas of focus and relationships to other parts of UNSW and the Health System
- Identify and prioritise critical resources required for the centre, and recruit, develop and retain academic staff that excel in research to achieve the centre's objectives.
- Participate in and contribute to the UNSW Centre for Future Health Systems as a member of the leadership team
- Increase the quality and calibre of research and stakeholder engagement activities undertaken by the Centre.
- Foster and ensure a supportive and collaborative culture among primary care researchers and staff within the Centre, and across the Faculty of Medicine and Health.
- Teach in postgraduate programs of the School of Population health, co-convening one of the subjects which CPHCE has responsibility for.
- Supervise and support higher degree research students in the Centre.
- Mentor academic students in their development of successful research careers, including mentoring and support for primary health care clinicians.
- Participate in teaching and research development and governance activities at the Centre, School, Faculty and University levels, as well as play an active role in the School/Faculty activities and committees.
- Maintain relationships with stakeholders within and outside of UNSW (eg Commonwealth and State Governments, collaborating Universities, International Organisations).
- Align with and actively demonstrate the UNSW Values in Action: Our Behaviours and the UNSW Code of Conduct.
- Cooperate with all health and safety policies and procedures of the university and take all reasonable care to ensure that your actions or omissions do not impact on the health and safety of yourself or others.

**Level E (in addition to the above)**

- Be an outstanding research leader in primary health care research with a focus on equity and attract competitive research funding that is consistent with the broad research aims of the Centre and School and that aligns with the strategic research directions of UNSW Medicine and Health.
- Develop research, build capacity and maintain relationships with Local Health Districts, NSW Health agencies and Primary Health Networks through its Hubs and collaborative programs.
- Lead the CPHCE and implement appropriate governance structures for the Centre.

## Skills and Experience

### Level D

- Health professional qualification and eligibility for registration in Australia
- PhD degree or equivalent doctoral qualification.
- Recognised research leader in primary health care and equity with outstanding track record in peer-reviewed publications and demonstrable grant success in competitive grants.
- Experience and expertise translating research into health practice and policy.
- Professional experience in health services and experience developing relationships with health services.
- Demonstrated ability to lead research teams and work collaboratively with other researchers and health service providers.
- Evidence of highly developed interpersonal and collaboration skills with demonstrated ability to work and influence across disciplines, Faculties, institutions, industry and professional accreditation bodies.
- Demonstrated capacity to provide leadership, management and mentoring to staff and colleagues in teaching and research.
- Ability and capacity to implement required UNSW health and safety policies and procedures.
- An understanding of and commitment to UNSW's aims, objectives and values in action, together with relevant policies and guidelines.

### Level E (in addition to the above)

- Demonstrated capacity to lead by example in supporting equal opportunity and equity, diversity and inclusion policy and programs as they relate to staff and students.  
Proven leadership in developing significant productive relationships and engagement with industry and the community, with success in attracting significant industry funding.

### Pre-employment checks required for this position

- Verification of qualifications
- Police check

#### About this document

This Position Description outlines the objectives, desired outcomes, key responsibilities, accountabilities, required skills, experience and desired behaviours required to successfully perform the role.

This template is not intended to limit the scope or accountabilities of the position. Characteristics of the position may be altered in accordance with the changing requirements of the role.