**Position Description**

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| **Position title** | *Fellow in Paediatric Oncology 2026 - 2027* |
| **Department / Division**  | *Division of Medicine, Children’s Cancer Centre*  |
| **Classification** | *HM25-HM30*  | **Employment Status** | *Full Time fixed term* |
| **Position reports to** | Director, Children's Cancer Centre |
| **No. of direct & indirect reports**  | N/A |
| **Location**  | The Royal Children’s Hospital, Flemington Road, Parkville |

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| **The Royal Children’s Hospital** |
| The Royal Children’s Hospital’s (RCH) vision is *A world where all kids thrive*.RCH is located within the Melbourne Biomedical Precinct, with more than 45 world-class biomedical organisations and more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region for health, education, research, and training. Within this, RCH is also a cornerstone member of the Melbourne Children’s Campus, partnering with Murdoch Children’s Research Institute, The University of Melbourne Department of Paediatrics and The Royal Children’s Hospital Foundation. Each organisation contributes to a paediatric academic health centre which is greater than the sum of its parts.   RCH has cared for the children and young people of Victoria for more than 150 years since it was founded in 1870. A full range of paediatric and adolescent health services are provided plus tertiary and quaternary care for the most critically ill and medically complex patients in Victoria. Tasmania, southern NSW and other states around Australia and overseas. The RCH is the only provider of heart transplant services and CAR T-cell therapy for paediatrics in Australia. RCH is an effective advocate for patients and their families with a particular focus on vulnerable children and increasingly, mental health in young people. The hospital also supports many health promotion and prevention programs. The Hospital has more than 6,000 staff, a budget of $850M, 12 wards and 350 beds. Annually, the RCH has 300,000+ Specialist Clinic appointments, 90,000+ Emergency Department presentations and 20,000 elective surgeries.We work collaboratively with hospitals to deliver the right care, in the right place, at the right time. The RCH is committed to the Child Safe Standards <https://www.rch.org.au/quality/child-safety/>. RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.Further information on RCH is available at [www.rch.org.au](http://www.rch.org.au)  |
| **ROLE CONTEXT (Optional)** |
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| **ROLE PURPOSE** |
| * To provide comprehensive patient and family centred clinical care to infants, children & adolescents with cancer, blood and bone marrow disorders and those undergoing haematopoietic stem cell transplantation and immune effector cell therapy.
* To undertake clinical or laboratory research
* To provide undergraduate & postgraduate education
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| **KEY ACCOUNTABILITIES** |
| **Individual training or developmental objectives:*** Suitable for someone wishing to pursue a career in paediatric haematology or oncology.
* Suitable for training in acute paediatric medicine for a career in general paediatrics or another sub-specialty.
* Aim to develop an in-depth knowledge of epidemiology, natural history, treatment and outcome of childhood malignancy, bone marrow failure, haematopoietic stem cell transplantation and immune effector cell therapy.
* Supervise overall clinical care of oncology patients (in both the inpatient and outpatient settings).
* Provide consultative advice on investigation and management to other units in conjunction with the senior medical staff.
* Perform a clinical research project or small laboratory-based research project.
* Attend appropriate inter hospital haematology and oncology meetings.
* Attend outpatient clinics.
* Supervise junior medical staff and provide guidance to them.
* Regular liaison with consultants on all aspects of patient care and patient management.
* Ensure interdisciplinary communication and effective teamwork.

**Inpatients:*** Review in detail all newly diagnosed patients.
* Guide junior medical staff on investigations and management.
* Assist junior medical staff in management of all in-patients.
* Closely follow and manage all stem cell transplant patients.
* Become competent in performing bone marrow harvests, lumbar punctures and intrathecal chemotherapy administration.
* Lead initial diagnostic/relapse discussions with families under supervision at first and then alone.
* Be familiar with current unit protocols.
* Develop competency in the prescribing of chemotherapy.
* Be responsible for the day to day running of the ward.
* Review haemato-pathology on all newly diagnosed leukaemia patients.
* Review histology slides of newly diagnosed solid tumours.
* Review radiology for all newly diagnosed solid tumours.

**Outpatients:*** Follow clinical course of a range of newly diagnosed patients.
* Follow course of patients already on treatment.
* Assist with the care of ambulatory patients in the Day Cancer Centre.
* Attend clinics. Be able to care independently of consultant once competence judged satisfactory.
* Carry the ‘on call’ phone to provide clinical advice to clinicians internal and external to the hospital.

**Administrative tasks:*** Ensure timely completion of discharge summaries: review with registrar and SMOs.
* Arrange the stream specific clinical meetings and present cases where appropriate.
* Document minutes of clinical meetings.
* Liaise with referring paediatricians and general practitioners.
* Attend intra- and inter-departmental meetings within the CCC, the RCH and nationally.

**Other clinical tasks:*** Participate in after hours on call roster.
* Participate in regular teaching sessions for medical students, junior medical staff and nursing and allied health staff.
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| **QUALIFICATIONS AND EXPERIENCE** |
| * MBBS or equivalent
* Part 1 FRACP (Paediatrics) or equivalent
* Intern, Junior and Senior HMO
* Registrar (at least 2 years preferred)
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| **KEY SELECTION CRITERIA** |
| * Commitment to pursuing an interest in paediatric haematology or oncology.
* Excellence in paediatric clinical care and advocacy of patient and family centred care.
* Proven interest in clinical or laboratory-based research.
* Ability to work within a multi-disciplinary team and in collaboration with other specialities.
* Commitment to professional and academic development.
* Interest in education and supervision of junior medical staff.
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| **OTHER REQUIREMENTS** |
| * Employees are required to undertake a National Criminal Record Check and a Working with Children Check prior to commencing employment.
* Employees are required to maintain a valid Working with Children Check throughout their employment.
* A current, full driver’s licence for the State of Victoria which is appropriate for the type of vehicle being driven, and comply with any restrictions on their licence (e.g. wearing glasses) while undertaking hospital duties (If applicable)
* Employees are required to maintain compliance with RCHs “Staff Immunisation - Prevention of Vaccine Preventable Diseases” procedure.
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| **IMPORTANT INFORMATION** |
| All employees are required to adhere to the Royal Children’s Hospital Values:* Unity - We work as a team and in partnership with our communities.
* Respect - We respect the rights of all and treat people the way we would like them to treat us.
* Integrity - We believe that how we work is as important as the work we do.
* Excellence - We are committed to achieving our goals and improving outcomes.

**RCH COMPACT**All new and existing employees commit to the RCH Compact to contribute to a strong and respectful culture.* We do better work caring for children and families when we also care for each other.
* I bring a positive attitude to work – I share, I laugh, I enjoy other’s company.
* I take responsibility for my behaviour and its impact on others.
* I am curious and seek out ways to constantly learn and improve.
* I celebrate the good stuff, the small stuff, the big stuff – it all matters.
* I speak up when things aren’t right.
* I value the many different roles it takes to deliver great patient care.
* I actively listen because I want to understand others and make better decisions.
* I am inclusive and value diversity.
* When it comes to teamwork, I don’t hold back – I’m all in.

**QUALITY, SAFETY AND IMPROVEMENT** RCH employees have a responsibility and accountability to contribute to the organisation’s commitment to Quality, Safety and Improvement by:  * Acting in accordance and complying with all relevant Safety and Quality policies and procedures.
* Identifying risks, reporting and being actively involved in risk mitigation strategies.
* Participating in and actively contributing to quality improvement programs.
* Complying with the requirements of the National Safety & Quality Health Service Standards.
* Complying with all relevant clinical and/or competency standards.
* Complying with the principles of Patient and Family Centred Care that relate to this position.

**The RCH is committed to a diverse and inclusive workforce. We encourage applications from Aboriginal and Torres Strait Islander people, people from culturally and/or linguistically diverse backgrounds, all members of the LGBTQI community and people with disability.** |

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| **Position description last updated** | **April 2024** |