

Position Description

Position title	Medical Scientist – Cell Therapy Lead
Department / Division	Cell Therapy and Flow Cytometry Laboratory / Division of Digital and Allied Health
Classification	Grade 3 Year 1 – Grade 3 Year 4 RY9 - RZ3
Position reports to	Scientist in charge, Cell Therapy and Flow Cytometry Laboratory, Laboratory Services
No. of direct & indirect reports	Not Applicable
Location	The Royal Children's Hospital, Flemington Road, Parkville
Risk category	Category A - works in a direct patient contact role and has or potential to have exposure to blood or body fluids.

<p>The Royal Children's Hospital</p> <p>The Royal Children's Hospital's (RCH) vision is <i>"A world where all kids thrive"</i>.</p> <p>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.</p> <p>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.</p> <p>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/.</p> <p>RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.</p> <p>Further information on RCH is available at www.rch.org.au</p>

<p>ROLE CONTEXT</p> <p>The Cell Therapy and Flow Cytometry Department within Laboratory Services, is the Haematopoietic Stem Cell Processing Facility for The Royal Children's Hospital as part of the Haematopoietic Stem Cell Transplant Program. In</p>

addition, the Laboratory provides diagnostic immunophenotyping and disease monitoring support by flow cytometry for both The Royal Children's Hospital and the Royal Women's Hospital and external referral laboratories.

ROLE PURPOSE

The Medical Scientist – Cell Therapy Lead (Grade 3) assists the Cell Therapy and Flow Cytometry Laboratory Scientist in charge in supervising and managing day to day activities across all disciplines of the Haematopoietic Stem Cell Transplant Program and Diagnostic Flow Cytometry. As a lead scientist in the Cell Therapy department, the primary focus of the role is to work in liaison with the Scientist in charge to ensure that key duties related to the cell therapy workflow are completed and communicated. This role also includes active involvement in, and supervision of, the flow cytometry functions of the laboratory as required.

The position is responsible for supporting the delivery of a service that meets the requirements of National Association of Testing Authorities (NATA) ISO 15189, the requirements of Foundation for the Accreditation of Cellular Therapy (FACT) and the clinical needs of the patients.

KEY ACCOUNTABILITIES

Provision of Service

- Perform routine and specialized cell therapy processing and flow cytometry diagnostic laboratory tests, including validation and reporting at a skill level commensurate with the role
- Ensure processing of cell therapy products and performance of diagnostic tests according to techniques and procedures documented in the Laboratory Services Quality System
- Participate in the evaluation and ongoing development of technical procedures relevant to Haematopoietic Cell Processing and Diagnostic Flow Cytometry
- Maintain and monitor the satisfactory performance of laboratory instrumentation and ensure equipment records are completed in accordance with laboratory and regulatory requirements
- Participate in laboratory work rosters. Participation in on-call rosters will be required
- Actively participate in, provide and contribute to continuous improvement and continuing education opportunities
- Maintain appropriate scientific standards in the laboratory in accordance with current NATA ISO 15189 accreditation requirements and National Pathology Accreditation Advisory Council (NPAAC) guidelines
- Maintain appropriate scientific standards in the laboratory in accordance with current Foundation for the Accreditation of Cellular Therapy (FACT) standards
- Empower all staff to identify, analyse, report and manage risks and support staff who raise concerns about risk or patient safety
- Oversee and monitor implementation of Hospital & Laboratory Service's policies and procedures relating to Workplace Health & Safety

Lifelong Learning

- Participate in professional development activities to ensure that best quality of service is maintained
- Foster a culture in which feedback is used as a positive strategy to enhance goals, awareness, and learning
- Actively promote an environment of lifelong learning
- Participate in Laboratory Services (CEPD) programme attaining a CEPD score commensurate with the role
- Participate in teaching (internal and external)

Collaborative practice

- Work in collaboration with the multidisciplinary team
- Work with initiative and autonomy while leading others in the pursuit of team goals

- Utilise a flexible and adaptable approach to teamwork that enhances the team performance and ensures ongoing excellence in service delivery
- Lead and motivate staff to strive for and achieve interprofessional team goals and shared responsibility for the provision of care

Communication

- Apply a highly developed verbal communication, interpersonal skills and attention to detail with the ability to interact with a variety of stakeholders
- Recognise issues that may lead to conflict, and constructively address issues as they arise
- Facilitate open and effective communication across all levels of the individual Department and more broadly across the organisation

Continuous Improvement

- Lead and contribute to improvements in departmental management and function
- Complete quality activities in a timely manner
- Act to reduce error and sources of risk in own practice
- Contribute positively to change processes, by demonstrating flexibility and openness to change
- Empower the team to identify, analyse, report and manage risks
- Manage local risks and escalate appropriately to line manager and relevant stakeholders
- Supervise, participate and monitor internal and external Quality Assurance Programs ensuring thorough and prompt investigation of non-conformances and trends and implement corrective actions as required to ensure accuracy of testing
- Participate in quality improvement processes such as the 'OFI' and 'VHIMS' reporting systems
- Ensure regular review & evaluation of technical methods and procedures

Supervision, Leadership and People Management

- Assist & advise the Scientist in Charge & Department Head in planning future strategic directions, methods and equipment needs for the laboratory
- Oversee staff training program, ensure all staff have up to date training records and are not performing tasks for which they have not been signed off as competent
- Oversee supervision of professional practise student placements
- Ensure implementation of ongoing competency assessment for staff
- Participate in annual performance reviews of staff
- Participate in the selection purchase of laboratory equipment and consumables
- Ensure all duties are carried out in a team environment with respect and support for all team members
- Encourage and participate in fostering and developing an effective and cohesive team
- Work under general direction with autonomy
- Manage and oversee staff
- Organise and supervise the day-to-day activities of staff within clearly defined expectations
- Organise and lead regular team meetings

Organisation and Planning

- Apply a highly developed organisational and planning skills with ability to prioritise workload and competing demands
- Contribute to strategic planning as part of departmental and / or multidisciplinary leadership team

Research

- Find, critically review, evaluate and interpret literature and apply to current role/service
- Support a research culture and agenda
- Participate in applicable research & development projects
- Share evidence appropriately (e.g., presenting at journal clubs, special interest groups and relevant forums)

QUALIFICATIONS AND EXPERIENCE

Essential:

- Bachelor of Applied Science (Medical Laboratory Science), Bachelor of Biomedical Science (Laboratory Medicine) or Bachelor of Science or equivalent, where 'equivalent' includes a degree awarded by an overseas tertiary institution recognised by the Federal Department of Education and Training which in the case of Medical Scientists is the Australian Institute of Medical Scientists (AIMS) is mandatory (with majors in disciplines suitable for Cell Therapy and Flow Cytometry).
- Minimum 8 years postgraduate experience in working in a diagnostic pathology laboratory, in Cell Therapy and Flow Cytometry, utilising advanced and specialised professional knowledge and experience
- Demonstrated commitment to work and contribute as part of a team
- Proven capacity for leadership in a team environment and ability to work well as a senior team member
- Detailed knowledge of regulatory requirements such as ISO 15189 and its application to medical testing, National Pathology Accreditation Advisory Council Standards and Guidelines and other relevant NATA accreditation guidelines.

Desirable:

- Experience in leading others, mentoring and training
- Post graduate qualification or undertaking a post graduate course
- Specific experience in delivering a FACT-JACIE Processing Facility compliant service is desirable

KEY SELECTION CRITERIA

- Demonstrated relevant technical skills & and a depth of knowledge in Haematopoietic Stem Cell Processing and Diagnostic Flow Cytometry
- Quality focussed with a systematic approach to work
- Excellent professional, interpersonal and self-reflection skills to enable effective work with people of different personalities and backgrounds
- Proven ability to manage, supervise and provide leadership to a team
- Autonomous behaviour, independence of thought, awareness of own effectiveness and internalised responsibility
- Strong organisational and time management skills with ability to prioritise workloads and balance sometimes competing and conflicting priorities
- Capacity for effective negotiation, conflict resolution and wide consultation at all levels, to maintain and foster key interpersonal relationships
- Demonstrated commitment to building professional skills and capacity
- Communication, supervision and education skills of a level suitable for supervision of students, Grade 1 and 2 staff
- Excellent computer literacy skills

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
- Employees are required to maintain compliance with RCHs "Staff Immunisation - Prevention of Vaccine Preventable Diseases" procedure.

IMPORTANT INFORMATION

All employees are required to adhere to the Royal Children's Hospital Values:

- Curious - We are creative, playful and collaborative
- Courageous - We pursue our goals with determination, ambition and confidence
- Inclusive - We embrace diversity, communicate well, build connections and celebrate our successes together
- Kind - We are generous, warm and understanding

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.

Position description last updated

May 2026