

Position Description

Position title	Medical Scientist Grade 1
Department / Division	Laboratory Services / Division of Ambulatory Services
Classification	Grade 1 Year 1 – Grade 1 Year 7 (RX1 – RX7)
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.

The Royal Children's Hospital
<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>

ROLE CONTEXT
<p>This position is a new recruitment, that has come about due to the backfill plan for the Pathology Connect Project. Due to the position being a 12 month fixed term, competency will only be achieved for a limited amount of tasks.</p>

ROLE PURPOSE
<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 addition, the Laboratory provides diagnostic immunophenotyping and disease monitoring support by flow cytometry. A Grade 1 scientist is responsible for the performance of laboratory duties as directed by the Scientist-in-Charge. They must ensure that the performance of any duties is carried out according to the policies, procedures & technical methods as documented in the laboratory operational manuals.</p>
KEY ACCOUNTABILITIES
<ul style="list-style-type: none"> • Perform diagnostic laboratory tests, including validation and reporting (where applicable) after appropriate training and follow techniques and procedures documented in laboratory manuals and Quality System Standard (ISO 15189). • Actively participate in the laboratory work rosters • Perform quality control testing, interpret data and follow-up non-conformances as documented • Participate in Quality Assurance Programmes as directed • Identify, troubleshoot and report to senior staff, any instrument malfunction • Maintain consumables stock to ensure continuity of testing • Actively participate in continuing education and professional development (CEPD) programmes attaining a CEPD score commensurate to the role • Implement initiatives in consultation with the Scientist in Charge to provide continuous improvements for the laboratory. • Participate in research and development projects under the supervision of senior staff as required. • Understand and work in accordance with hospital Occupational Health and Safety policies • Participate in quality improvement processes using the 'OFI' and 'VHIMS' reporting systems in accordance with the Quality Management System
QUALIFICATIONS AND EXPERIENCE
<p>Essential:</p> <ul style="list-style-type: none"> • Bachelor of Applied Science (Medical Laboratory Science) or Bachelor of Science or equivalent. <p>Desirable:</p> <ul style="list-style-type: none"> • Professional experience in a diagnostic pathology laboratory with experience in Haematopoietic Stem Cell Processing and / or Diagnostic Flow Cytometry. • Knowledge of ISO15189 and its application to medical testing. • Knowledge of the NPAAC Requirements for Procedures Related to the Collection, Processing, Storage and Issue of Human Haemopoietic Progenitor Cells. • Knowledge of the FACT-JACIE International Standards for Cellular Therapy Product Collection, Processing and Administration. • Recognised scientific training and competence relevant to the position including knowledge in analytical methods and information systems, including but not limited to: Q-Pulse, Kaluza, MS Word, Excel, Outlook, and Explorer.
KEY SELECTION CRITERIA
<ul style="list-style-type: none"> • Demonstrated relevant technical skills & knowledge.

- Demonstrated ability to prioritise urgent testing in order to meet expected patient turn-around-times.
- Availability and flexibility in working rotational shifts.
- Previous experience working in a diagnostic pathology laboratory with experience in Haematopoietic Stem Cell Processing and / or Diagnostic Flow Cytometry is desirable.
- Well-developed interpersonal skills with the ability to work individually and also as a team member.
- Ability to use initiative and anticipate needs.
- Quality focussed with a systematic approach to work.

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.

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 LGBTIQI community and people with disability.

Position description last updated

August 2025