



POSITION DESCRIPTION

POSITION TITLE: SGL Facilitator	CLASSIFICATION LEVEL: Tutor
FACULTY/OFFICE: Faculty of Health Sciences and Medicine	DATE POSITION CLASSIFIED: February 2023

PURPOSE OF THE POSITION:

The Bond University Medical Program consists of two sequential degrees – the Bachelor of Medical Studies (BMedSt) and the Doctor of Medicine (MD). Both degrees must be completed to be eligible to practice medicine. Years 1, 2 and 3 comprise the pre-clinical phase of the Program.

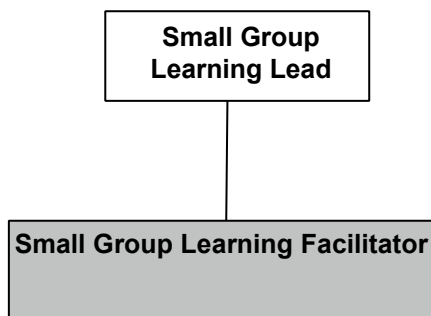
In Years 1 and 2 of the Program, small group learning methodologies provide a context and framework for the planned development of soft skills such as understanding self and others, effective team work, and learning through interaction and the divergent perspectives of others. Engaging and student-centered learning experiences like; interactive case discussion, anatomy and physiology practical and laboratory sessions, community placements and a cultural immersion, provide a positive context for the facilitation of soft skill enhancement. This enables the development and assessment of soft skills to be blended with instruction that guides development of more traditional medical academic skills like critical thinking, problem solving and technical skill acquisition.

In Years 1 and 2, Small Group Learning facilitators will work alongside academic staff to guide students in the attainment of this blend of soft skills, and more traditional knowledge and technical skill-based competencies. This collaborative instructional environment models the health workforce where flexible and diverse teams are increasingly part of the effective care of patients.

A core purpose of this blended learning environment in years 1 and 2 is to equip students with a broad competency base to effectively work in student lead small groups in a Case Based Learning framework in year 3.

REPORTING RELATIONSHIP:

This position reports to:



SELECTION CRITERIA:

Essential

1. A Bachelor's degree or extensive relevant experience as a small group learning facilitator in a Medical program
2. Experience in the delivery of programs or activities that guide soft skill development
3. Experience in skills-based, team and group work assessment

Desirable

1. Prior experience teaching/training/tutoring higher education students
2. A degree in a health-related area
3. Completed postgraduate studies in learning and teaching.

COMPETENCY:	RESPONSIBILITY:	PERFORMANCE INDICATORS:
Facilitation	<p>SGL facilitators are required to attend one or more foundation training sessions as a condition of appointment and to undergo an orientation to Bond University's iLearn, the electronic platform for the delivery of curriculum, including the weekly scenarios, community of practice, and participate in on-going professional development. SGL facilitators will:</p> <ul style="list-style-type: none"> • Facilitate scenario based discussion sessions • Facilitate in small group skills sessions • Participate in ongoing facilitator training sessions to develop skills in observation, assessment, and evaluation of soft skills • Participate in the assessment of student development and demonstration of soft skills including individual and team observations and assessments • Participate in the quality assurance of assessments of soft skills inclusive of standard setting, invigilation, post assessment analysis and moderation • Participate in ongoing facilitator training sessions to develop skills to feedback to students and small groups about progress in the development of soft skills • Participate in structured feedback sessions with individual students and small groups as required during the semester • Undertake the preparation deemed necessary to facilitate SGL sessions as guides of process and when required as guides of soft skills development 	Positive student feedback and Peer Review Process

	<ul style="list-style-type: none"> • Be available for student consultation while on campus • Model a high level of personal competence in areas such as self-awareness, self-regulation, self-motivation • Model a high level of social competence in areas such as social awareness and social skills • Participate in ongoing facilitator professional development sessions • Participate in peer review evaluations as a facilitator and evaluator as required • Identify and support students who may require academic or personal support and escalate concerns to identified program leaders and student support and service staff • Adhere to Faculty and University policies and procedures 	
Understanding of Quality Assurance	<ul style="list-style-type: none"> • Staff should demonstrate an understanding of the principles of quality assurance and continuous improvement as they apply at Bond University. • Staff are expected to demonstrate an ongoing commitment to the Bond University Strategic Plan, university policy and to our quality assurance processes. 	Lack of negative feedback and Peer Review Process
Understanding of Cultural Sensitivity	<ul style="list-style-type: none"> • Staff will come into contact with staff and students from a variety of cultural backgrounds. It is expected that mutual respect, cultural awareness and cultural sensitivity will form the basis of the professional working relationship. • Staff are encouraged to attend a cultural sensitivity workshop to further enhance and develop cultural awareness and cultural sensitivity skills. 	Attendance at cultural sensitivity workshop

<p>Understanding of WHS Responsibilities</p>	<ul style="list-style-type: none"> • Maintain a safe workplace and follow safety directions and internal controls. Alert your Manager of WHS risks and be vigilant in observing safe practices. Understand WHS requirements in your work area. <p>All managers of staff are required to conduct risk assessments and implement controls accordingly as well as action safety audit results within the directed time frame. Awareness of, and accountability for, WHS responsibilities in the work area and for the staff and contractors under your control (if applicable).</p>	<p>Lack of negative feedback</p>
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Note: The successful applicant will be required to produce a certified copy of their highest qualification received prior to commencement of duty

It is not the intent of this position description to limit the scope of this position in any way but to give an overview of this role at Bond University. You may at times be required to work at other tasks and areas as directed by the Management.