



Lecturer (Practice) – Intern Foundation Program Lead

Department/Unit	Experiential Development and Graduate Education Unit
Faculty/Division	Faculty of Pharmacy and Pharmaceutical Sciences
Classification	Level B
Work location	Parkville campus
Date document created or updated	November 2017

Organisational context

Everyone needs a platform to launch a satisfying career. At Monash, we give you the space and support to take your career in all kinds of exciting new directions. You'll have access to quality research, infrastructure and learning facilities, opportunities to collaborate internationally, as well as the grants you'll need to publish your work. We're a university full of energetic and enthusiastic minds, driven to challenge what's expected, expand what we know, and learn from other inspiring, empowering thinkers. Discover more at www.monash.edu

The **Faculty of Pharmacy and Pharmaceutical Sciences** is dynamic, innovative and ambitious, engaging in world-class research and being a leading education provider for over 130 years. We have two key research initiatives: the Monash Institute of Pharmaceutical Sciences and the Centre for Medicine Use and Safety, in which we engage some of the best equipped and most experienced pharmaceutical scientists in Australia. From a teaching perspective, our education curriculum - comprised of undergraduate, postgraduate and higher degrees by research programs - is purpose designed for the study of pharmacy and pharmaceutical science and taught by discipline experts. Our premises are located in 'the Parkville Strip', Australia's premier health & biomedical precinct, and offer world-class teaching facilities and research laboratories to our students and staff. To learn more about the Faculty, please visit our website: <http://www.monash.edu/pharm>

The **Experiential Development and Graduate Education (EDGE)** unit is responsible for the delivery of experiential development and graduate coursework programs in the Faculty. Graduate coursework degrees on offer include: Graduate Certificate in Pharmacy Practice (Internship), Master of Clinical Pharmacy, and Master of Wound Care. The EDGE unit also manages the experiential learning components of the newly launched Bachelor of Pharmacy (Honours)/Master of Pharmacy vertical double degree. This includes development and coordination of the Student Experiential Placements (StEPs) throughout the undergraduate degree, and the Intern Training Program (ITP) and Intern Foundation Program (IFP) which together, comprise the fifth and final year of the integrated Master's degree. The activities of the unit are overseen by the EDGE Director, with assistance from Course Leads/Managers.

Position purpose

The Intern Foundation Program Lead is expected to lead and manage the delivery of the Intern Foundation Program (IFP). The IFP seeks to enhance the employability of students through provision of practical industry experience across hospital and community pharmacy practice, and is a core component of the final year of the newly launched BPharm(Hons)/MPharm degree. The IFP Manager is expected to make significant contributions to this key teaching effort by applying knowledge and experience from the incumbent's time in practice. This position is instrumental in promoting and growing the IFP, and identifying opportunities for continuous improvement in program delivery.

The IFP Lead works very closely with external stakeholders including hospital and community sites offering internships, and various professional and membership based associations to secure appropriate activities. The IFP Lead is responsible for coordinating the credentialing of intern workplaces, Clinical Educators, and workplace learning plans.

This position requires the ability to carefully integrate Monash University policies, as well as professional guidelines and standards, into the program, to enable delivery of this complex program. The incumbent requires high level insight into the training needs of pharmacy interns, and experience as a pharmacist, preferably working with interns in a practice environment. The incumbent will display initiative and an innovative approach in relation to continuous improvement of intern training, recommending and implementing change, and planning work priorities. A key requirement is a commitment to the team based environment of EDGE and the development of good working relationships with practicing pharmacists and regulatory agencies such as the Pharmacy Board of Australia.

The incumbent will work closely with the Intern Training Program Lead, the Intern Programs Manager, the EDGE Director and the Director, Pharmacy Education.

Reporting Line: The position reports to the Intern Programs Manager

Supervisory responsibilities: Not applicable

Financial delegation and/or budget responsibilities: Not applicable

Key responsibilities

The Intern Foundation Program Lead is expected to make significant contributions to the teaching effort of the EDGE unit through application of their industry experience and networks. The Intern Foundation Program Lead will be responsible for the following key tasks and activities under the direction of the Intern Programs Manager:

1. Lead, manage and enhance the Intern Foundation Program offering to maximize student graduate outcomes
2. Lead the expansion of the Intern Foundation Program by managing credentialing of additional workplaces, Clinical Educators and workplace learning plans
3. Proactively review the external intern training market to understand the dynamics of the markets, analyse existing competitors and support evaluation of potential market opportunities
4. Manage effective relationships with key external stakeholders ensuring effective communication is established and maintained to ensure success of the Intern Foundation Program. This includes working with clinical placement sites to credential intern Clinical Educators and develop workplace learning plans to ensure quality intern assessments
5. Identify and develop innovative learning opportunities for intern pharmacists to enhance their internship experience through the Intern Foundation Program
6. Management of the IFP application process, student progress, ad hoc issues, and student results
7. Provide high level support to the Director, EDGE and Intern Programs Manager in maintaining strategic oversight of the workplace component of the pharmacy internship
8. Establish effective working relationships with the Intern Training Program Lead and ITP team, and promote opportunities for collaboration across ITP and IFP activities
9. Contribute to the continuous improvement and development of teaching and curriculum development across pharmacy education at the faculty.

Key selection criteria

Education/Qualifications

1. The appointee will have:
 - a PhD or relevant Masters Qualification and equivalent professional experience in the relevant discipline area. In determining experience relative to qualifications, regard shall be given to teaching experience, experience outside tertiary education, innovative achievement and/or contributions to the profession

Knowledge and Skills

2. High level interpersonal skills and demonstrated ability to establish strong working relationships with a range of internal and external stakeholders (including students and colleagues) and to develop and maintain strong links within the profession, industry and government agencies
3. Proven ability, commitment and passion for engaging in academic activities, taking a leadership role where appropriate
4. Demonstrated teaching experience (at undergraduate or postgraduate levels) and a proven track record in achieving improved or consistently good learning outcomes over a sustained period would be preferred
5. Ability to plan, organise and achieve work targets and work constructively with academic colleagues and other University staff
6. Ability to promote the discipline both within the University, industry and to the greater community

Other job related information

- Travel to other campuses of the University may be required
- There may be a requirement to work additional hours from time to time
- There may be peak periods of work during which taking of leave may be restricted

Legal compliance

Ensure you are aware of and adhere to legislation and University policy relevant to the duties undertaken, including: Equal Employment Opportunity, supporting equity and fairness; Occupational Health and Safety, supporting a safe workplace; Conflict of Interest (including Conflict of Interest in Research); Paid Outside Work; Privacy; Research Conduct; and Staff/Student Relationships.