

**Position Description for  
AgriSafe Clinician Project Manager  
National Centre for Farmer Health  
Western District Health Service and Deakin University  
Faculty of Health, Medicine, Nursing & Behavioural Sciences**

<b>Position Title</b>	<b>AgriSafe Clinician//Project Manager</b>	<b>Employer</b>	Western District Health Service (WDHS) on behalf of the Partnership
<b>Time Fraction</b>	To be negotiated in the range of 1.0 FTE	<b>Classification</b>	
<b>Deakin University</b>		<b>Faculty</b>	Health, Medicine, Nursing and Behavioural Sciences (HMNBS)
<b>Location</b>	Western District Health Service, Western Victoria	<b>Responsible to</b>	Director National Centre for Farmer Health

**Academic:** Qualification in a relevant field of health, medicine, nursing, or occupational health and safety. Post Graduate qualifications preferred

**Other:** Drivers Licence, commitment to undertaking Agricultural Occupational Health Training through the Agricultural Health and Medicine Unit HSM 701.  
Ability to claim MBS item could be an advantage

### **Organisational Environment**

The National Centre for Farmer Health is a new university research, service delivery and education centre that will provide national leadership to improve the health and well being of farm workers and their families across Australia. The Centre is a partnership between Western District Health Service and Deakin University and is based in Hamilton, Western Victoria.

The vision of the National Centre for Farmer Health is:

“A thriving centre, inspiring quality education, research and service delivery through innovative partnerships that advance agrihealth locally and globally”

The mission of the National Centre for Farmer Health is to:

“Improve the health and wellbeing of farmers, farm employees and their families across Australia through leadership, advocacy, service, research and education”

Building on an industry-service-government partnership developed through the Sustainable Farm Families program, the Centre will focus on strengthening the human and rural service workforce to address prevention and early identification of diseases associated with farming and their risk factors, and to develop timely, appropriate and effective interventions.

The five core activities of the National Centre for Farmer Health are:

1. Professional training and education – to initiate and provide undergraduate, postgraduate and continuing education for health professionals, including general practitioners, nurses, allied health practitioners, veterinary surgeons, agronomists and associated primary industry personnel.
2. The Sustainable Farm Families Program – to maintain and enhance the service delivery of the Sustainable Farm Families program with an emphasis on dissemination. For further information about the Sustainable Farm Families program see: [www.sustainablefarmfamilies.org.au](http://www.sustainablefarmfamilies.org.au)
3. Applied Research and Development – to improve the evidence base on effective interventions to improve farmer's and agricultural worker's health.
4. IT Information Hub – to increase knowledge transfer through web-based information and advisory services and professional networks.
5. AgriSafe Programs – to introduce innovative occupational health services for farm and agricultural workers.

The NCFH is funded through the Department of Human Services and the Helen and Geoff Handbury Trust.

#### **PRIMARY OBJECTIVES:**

The AgriSafe Clinician/Project Manager:

- Develop framework and model for point of care through to specific functions to meet the needs of the agricultural community and the strategic direction of the National Centre for Farmer Health.
- Facilitate, mentor and provide expertise in Occupational Health and Safety in relation to farming families.
- Develop structure and implement a nurse practitioner model or advanced nursing practice model.
- Operate a AgriSafe clinic on a regular basis
- Assess business opportunities to support various agriculturally based clinics
- Develop a sustainable framework and business model for the delivery of service
- Become vital link for NCFH with health and rural professionals, providing agricultural health, safety and wellbeing information or service.
- Ensure that current relationships and networks are respected

#### **The appointee is responsible for:**

- Developing, planning, overseeing, supervising, and coordinating the NCFH AgriSafe program, including occupational health screening, educational and informational program as required.
- Developing policies, procedures, standards and regulations appropriate to health professionals, farm men and women, agricultural workers and the public.
- Coordinating AgriSafe activities in accordance with the AgriSafe Business Plan, and building capacity with other services, professionals and the agricultural community.
- Being a productive member of the staff of the National Centre Farmer Health in delivering the centre's mission and participating in activities.
- Promoting and developing the public profile of the Agrisafe program of the NCFH

## **DUTIES:**

### **AGRISAFE PROGRAM**

- Ensure that the AgriSafe Model goals and objectives are attained by coordinating clinical activities and evaluations.
- Plan, implement, direct and supervise AgriSafe clinicians to ensure that the AgriSafe goals and objectives are attained in accordance with professional standards.
- Coordinate clinical assessments, including audiology tests, pulmonary function tests, visual acuity tests and other screening tests as appropriate.
- Ensure accurate maintenance of the AgriSafe Program (records), including client health records, and that these are treated as confidential information.
- Maintain responsibilities for medical equipment and supplies in the AgriSafe clinic.
- Develop an AgriSafe clinical manual in liaison with AgriSafe USA.
- Consider new and effective ways of delivering health care to farm men and women
- Develop educational program and training material for farmers and other agricultural workers and health professionals
- Manage staff as required

### **ADMINISTRATION**

- Develop, interpret, maintain and revise policies, procedures and guidelines.
- Establish, in conjunction with the NCFH Director, an advisory committee, acting as secretary and coordinator of this committee.
- Provide consultation and educational literature to agribusiness and industry, educators, farm families and agricultural workers in line with the National Centre for Farmer Health strategic plan.
- Maintaining a register of AgriSafe clinicians in conjunction with SFF

### **COMMUNICATION, REPORTING AND BUDGET**

- Provide efficient, courteous, effective and timely customer-focused service to NCFH staff, community, students, visitors, farmers and collaborative partners.
- Maintain high level, positive, cross sector, interdepartmental and public relations at all times.
- Maintain fiscal control of the AgriSafe program, preparing and submitting an annual budget for approval (by the Director )
- Contribute to the development and maintenance of partnerships with professional associations, the agricultural and health sector and with domestic educational institutions and industry
- Maintain department records, reports and statistics as required for reporting to the Director and Advisory Committee.
- Identification of alternative funding sources and innovative service delivery models.
- Attend meetings and participate on committees as requested.
- Ensure material on NCFH website is current and suitable.

### **PROFESSIONAL DEVELOPMENT**

- Participate in an annual appraisal of work practice
- Participate in annual Fire and CPR training as required by the Western District Health Service
- Undertake additional personal development / professional training as required
- Enhance and maintain clinical skills

**KEY SELECTION CRITERIA in addition to clinical skills**

**Communication Skills**

- Interpersonal skills that demonstrate the ability to establish and maintain effective working relationships with the staff of the Centre, farmers, GPs, health agencies, cross sector and members of the University
- Build on current relationships, ensuring improvement of relationships and particular with USA.
- Demonstrated ability to work effectively in a team environment and to use initiative
- High level oral, written and interpersonal communication skills
- Demonstrated capacity for attention to detail

**Information Technology**

- High level skills in the use of information technology software, websites, telemedicine including the Microsoft Office suite.
- Ability to work with web sites and understand their importance as a key method for communicating.

**Personal Qualities**

- Demonstrated personal qualities of innovation and high motivation
- Demonstrated personal quality of leadership
- Team Player

**OCCUPATIONAL HEALTH AND SAFETY**

- Ensure compliance with all legislative requirements and with WDHS and University policies, including equity and equal opportunity, and occupational health and safety
- Commitment to OH & S in both personal and professional life

APPROVALS	Sign	Date
Divisional Head:	Susan Brumby	07072010
Department Head:		
Employee:		

Position Code: Human Resources Department use only	
Date Revised: Human Resources Department use only	

When revised please forward electronic copy to:  
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