

Position description

Position title:	Cardiac Imaging Consultant
Employer:	Baker Heart and Diabetes Institute
Team:	Clinical Research Domain
Supervisor/Manager:	Head of Clinical Cardiovascular Services
Date:	January 2024

Background

The Baker Heart and Diabetes Institute is an independent, internationally renowned medical research facility focused on cardiovascular disease (including stroke and hypertension), diabetes and their complications, such as kidney disease. We have a long and distinguished history, spanning more than 97 years with our work critical to today's healthcare challenges.

The Baker Institute is well positioned to address these challenges, with multidisciplinary teams comprising medical specialists, scientists and public health experts all focused on translating laboratory findings into new approaches to prevention, treatment and care.

Headquartered in Melbourne, with research teams based in both Melbourne and Alice Springs, we are a key player in research, translation, education, advocacy and health promotion with a staff of more than 450 (including scientists, clinicians and students). Our senior staff represent us on a broad range of government advisory boards, from health and wellbeing to science and innovation. We also collaborate with leading international research groups as part of our commitment to assisting vulnerable communities around the world.

The Baker Institute is funded through a diverse range of sources including competitive grants, Federal and State Governments, service and clinical income and philanthropic support.

Team

The Clinical Research Domain is the 'human face of the Baker Institute'. It provides and supports a range of clinical and research activities that make it a unique facility for human research.

A key component of the Clinical Research Domain (the Domain) is its clinical services which encompass consultative, educational, allied health and investigational services across a range of specialities including diabetes, cardiology, respiratory/sleep medicine, ophthalmology and weight management. In addition the Domain incorporates a number of research support and governance initiatives for the Institute including an imaging suite (MRI, echocardiography and DEXA), non-imaging cardiac investigations, and an accredited point of care pathology service. The Domain also hosts a number of Institute researchers with interests ranging from cardiology through to clinical diabetes research.

Nature of environment

Multi-cultural project oriented environment, encompassing a local and multi-site (including interstate) organisation structure. Composition of staff comprises mainly specialist scientific

Position description

personnel engaged in the capacity of permanent, grant specific and casual employment. Deadline driven; tight schedules; rigorous attention to detail.

Travel requirements

As required: short distance travel within metropolitan Melbourne.

Key job requirements, responsibilities and duties

- Work under the supervision of the group leader and in close association with other members of the research team, including a cardiologist, an advanced cardiac nurse, data manager and other sonographers.
- Attend meetings relevant to the conduct of the studies.
- Perform comprehensive transthoracic echocardiographic assessments on individuals for clinical and research projects at the dedicated Baker Specialist Clinics.
- Record clear and accurate information of research data and manage research data according to ethical protocol and relevant legislation.
- Provide accurate analysis and timely echo reports to the consulting cardiologist.
- Participate in routine maintenance of equipment and consumables.
- Provide advice regarding escalating major issues to the Department Head.
- Proactive attendance at team meetings and attendance at all relevant seminars and staff meetings.

This role may be directed to perform other duties as directed by the manager/supervisor from time to time and it is a condition of employment that this role complies with any such reasonable requirement.

Meet statutory requirements of the company

Maintain up to date and accurate knowledge in:

- OHS legislation.
- EEO legislation.
- Privacy legislation.
- Confidential Information Policy.
- Baker Heart and Diabetes Institute Code of Conduct.
- Australian Code for the Responsible Conduct of Research.
- Baker Heart and Diabetes Institute Intellectual Property Agreement.

Problem solving complexity

- Independently relate existing policy to work assignments.
- Rethink the way a specific body of knowledge is applied in order to solve problems.
- Adapt procedures to fit policy prescriptions.
- Use theoretical principles in modifying and adapting techniques.

Position description

- Stand-alone work or the supervision of others in order to achieve objectives.
- Involve interpretation of policy which has an impact beyond the immediate work area.
- In research positions, acknowledged expertise in a specialised area or a combination of technical management and specialist research.

Requirements of position holder

Education level

Perform duties at a skill level which assumes and requires knowledge or training equivalent to:

- Appropriate Qualifications, extensive experience or management expertise in relevant field.

Experience

Essential

- Advanced level computer skills:
 - GE Vivid i, EchoPAC, DICOM equipment and technology.
- Established capability with Microsoft Office.
- Experienced in clinical cardiothoracic diagnostic assessment.
- Knowledge of cardiothoracic anatomy and pathology
- Exceptional written skills are required, including the ability to 'translate' complex documents into everyday language for a wider audience.

Desirable

- Experience within a clinical research environment (Scientific, Health or Academic).
- Experience working on complex imaging projects.
- Experience using statistical software package SPSS
- Knowledge of Medicare legislation would be highly desirable.

Organisational knowledge

Detailed knowledge of academic and administrative policies and the interrelationships between a range of policies and activities. Contributes to senior management discussion and decisions.

Communication/interpersonal skills

- A high level of interpersonal skills, which enable the appointee to liaise effectively with a wide range of people at a variety of levels internal and external to the Baker Institute.
- Excellent oral and written communication skills.
- Demonstrated ability to participate positively in a team.

Position description

Knowledge

- Excellent planning and organisational skills, including the ability to manage a range of tasks with conflicting priorities.

Abilities

- Demonstrated ability to meet deadlines without compromising close attention to detail and accuracy.
- Proven ability to work as a member of a team as well as autonomously without close supervision.
- Demonstrated ability and willingness to take initiative and to improve and enhance existing systems and procedures (quality assurance).
- Demonstrated ability to maintain confidentiality and comply with privacy requirements.

Summary of position

This is a position for an experienced Cardiac Imaging Consultant to perform comprehensive non-invasive Echocardiographic assessments on research and clinical patients at the Baker Institute, in order to monitor and develop targets for optimal cardiac function via a dedicated cardiac clinic. The applicant will be responsible for providing accurate analysis and timely echo reports to the consulting cardiologist.

As the Baker Institute evolves to meet its changing strategic and operational needs and objectives, so will the roles required of its staff members. As such, staff should be aware that this document is not intended to represent the position which the occupant will perform in perpetuity.

This position description is intended to provide an overall view of the incumbent's role as at the date of this statement. In addition to this document, the specifics of the incumbent's role will be described in Key Performance Indicators (KPIs) developed by the incumbent and relevant supervisor as part of the Baker Institute's performance appraisal and development process.

The Baker Institute is an Equal Opportunity Employer and we encourage interest from Aboriginal and Torres Strait Islanders and members of the LGBTIQ+ community for roles within the Institute. We value diversity, inclusivity, gender equity and we promote family-friendly practices. We are a proud recipient of an inaugural Athena SWAN Bronze Award from Science in Australia Gender Equity (SAGE).