

EDUCATION FELLOW

JOB DESCRIPTION

The RPH Anaesthesia department is made of a large number of specialist anaesthetists and anaesthetists-in-training, as well as visiting medical students, junior doctors, and paramedics.

The role of the education fellow is the coordination and promotion of the many education activities that occur within the department, as well as the promotion of outside education opportunities available to those within the department.

Fellows service a normal clinical roster, but will be provided with protected non-clinical time to perform their duties as Education Fellow.

ROLES

Lunchtime education meeting

- Coordination of weekly lunchtime meeting program in conjunction with Dr Ted Velzeboer & Dr Reza Feizerfan

Departmental morning meeting

- Coordination of weekly departmental meeting program in conjunction with Dr Ted Velzeboer
- Setting up of audiovisual equipment on Thursday mornings (or organising replacement if not rostered) including recording of the session
- Uploading the recording to our CME platform in conjunction with Dr Reza Feizerfan

Registrar education

- Coordination of fortnightly registrar education program in conjunction with Dr Ryan Juniper
 - Delivering of education sessions
 - Recruitment of additional consultant/provisional fellows to education program

FANZCA examination viva practice

- Coordination of departmental viva practice sessions (medical, anaesthesia)
 - Liaison with the WA viva session coordinator
 - Recruitment of consultant/provisional fellows

Posting and maintaining a current list of CME events in the MS Teams CME channel

- Weekly
 - Lunchtime education meeting topic
 - Hospital grand round topic
 - Departmental morning meeting topic
- Fortnightly
 - Registrar education topic
- Monthly
 - Airway journal club
- Ad hoc
 - Any other departmental CME events
 - FANZCA examination viva practice sessions at RPH
 - External CME events of interest

Maintaining the department resources library on the MS Teams wiki

- Curation of channel resources and guidelines (internal and external)

Allocation of registrars to the airway dry lab and MET simulation training

- In conjunction with the roster registrar(s)

IV cannulation workshop

- Provide assistance with organisation and execution of RPH IV Cannulation Workshops ~2-3/6 months in conjunction with Caroline Bentley

RMO airway workshop

- Provide assistance with organisation and execution of RPH Airway Workshops in conjunction with the simulation fellow and supervisor Dr Ian Fleming

RPH helipad simulation exercise

- Provide assistance with organisation and execution of RPH Helipad Simulation Exercise in conjunction with Dr Thy Do

