



**Education and Workforce Support**  
**Program Officer**  
**0.4 FTE L5 AHDGP Collective Workplace Agreement**  
**Salary Range \$58,760 - \$63,440**  
**Increasing to \$61,110 - \$65,977 from 1.7.10**

**12 month contract – working Tuesday and Wednesday  
(with some flexibility to meet program requirements)**

**RESPONSIBLE TO:** Chief Executive Officer

**REPORTING TO:** Population Health Unit Manager

The education and workforce support role is primarily responsible for all matters relating to workforce support and development for AHDGP GPs, Practice Nurses, Practice Managers and staff across the organisation. The role involves the development and implementation of a coordinated and integrated education and workforce support program and facilitation of the Lifestyle Modification Program. This would include coordinating regular Continuing Professional Development activities for GPs and practice staff, as well as facilitating access to a range of services and resources to support rural GPs. It is expected that an outcome of this role will be increased GP and practice staff participation rates for organised activities. Where possible, AHDGP would like to see an increase in small group interactive learning opportunities.

The position also incorporates the development, facilitation and coordination of a range of other ad-hoc education and training sessions and the development of funding applications to various agencies which fund training and education opportunities for GPs, Practice staff and Division staff (in liaison with our Corporate Program Manager).

Position Description available at [www.ahdgp.org.au](http://www.ahdgp.org.au)

Enquiries and applications should be addressed to Ms Jo Teakle (Population Health Unit Manager)  
by COB Friday 19<sup>th</sup> March, 2010.

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