

Practice Liaison and Support Officer

- Full-time position
- Chippendale office
- Friendly and well supported working environment
- Salary packaging available
- ASAP start

About us

GP Synergy is a leading provider of general practice training funded by the Australian Government to deliver vocational training to doctors seeking to specialise as general practitioners across NSW and ACT from 1 January 2016.

We are committed to building a skilled general practice workforce by delivering a high quality education and training program that is responsive to regional population health needs.

Our organisation is underpinned by our values - respect, excellence and initiative.

The role

GP Synergy is seeking a committed Practice Liaison and Support Officer who is suitably experienced and who shares our values, to join our NSW/ACT practice liaison and support team in the following region:

- Central and East, South West Sydney and South Eastern NSW.

Reporting to the Practice Liaison and Support Team Leader, the Practice Liaison Support Officer will work with internal staff, GP supervisors and practice managers to carry out key functions essential to the proficient operation of the training practice environment.

The Practice Liaison Support Officer will be proactive in their approach and is a key contact person for practices providing information, support and guidance before and following the accreditation of training practices.

Becoming involved in general practice medical education provides the opportunity to develop the future health workforce, enabling succession planning through the provision of well trained and highly skilled general practitioners.

Selection criteria

To be considered for this opportunity, it is essential that applicants meet the following criteria:

- Relevant and current experience in a training practice as a practice manager or experience in a similar liaison or support role
- Tertiary qualifications relevant to the role
- Current NSW Drivers Licence (own transport is preferred)

Occasional travel including overnight travel and after hours duties will be required.

Further information

For further information and to obtain the Position Description, please visit our website <http://www.gpsynergy.com.au> About Us > Employment Opportunities or contact Alison Micovski, Human Resource Coordinator recruitment@gpsynergy.com.au

How to apply

Please email your covering letter addressing the criteria and requirements coherent to the Position Description together with your resume, making reference to the position and applicable office to Alison Micovski, Human Resource Coordinator recruitment@gpsynergy.com.au

All applications will be treated in the strictest of confidence. Only shortlisted candidates will be contacted.

We do not accept canvassing or applications from recruitment companies.