

POSITION DESCRIPTION

Position Title:	General Practitioner – Sexual & Reproductive Health
Award:	Medical Practitioners Award 2020
Classification:	Commensurate with qualifications and experience
Site:	This position is primarily based at our Central site, however, may be required to work from any BCHS site or outreach location as negotiated.
Hours per fortnight:	15.2 hours per fortnight (0.2 FTE)- Tuesdays
Tenure:	Fixed Term ~ 12 months (January to December 2027)
Position description developed:	September 2026
Responsible to:	Senior Leader Sexual and Reproductive Health

ABOUT BENDIGO COMMUNITY HEALTH SERVICES (BCHS)

BCHS is located across five sites in the City of Greater Bendigo, Central Victoria. BCHS has a proud 50-year history and provides more than 50 services across medical and allied health, family services, drug and alcohol, mental health, settlement services, health promotion and more, with a focus on vulnerable people and communities.

The organisation has more than 280 staff supporting people of all ages and stages of life to access quality, person-centred care. We foster a values-aligned, positive and thriving culture where staff feel safe and supported. Staff have clarity of roles and work in an environment of accountability. The success of BCHS is dependent on our staff who provide a high level of professionalism and dedication.

VISION

Better health and wellbeing across generations.

PURPOSE

Supporting you and your family to live healthy lives.

VALUES

Lived and Living Experience: We listen to understand. We value our communities, their backstories, lived and living experiences and cultures and learn from them to tailor our services.

Equity: We provide equitable and inclusive health and wellbeing services, ensuring they are culturally responsive and accessible.

People: We maintain a skilled, engaged and professional workforce, including people with lived experience, and enable a culture of continuous learning.

Partnership: We understand trust and partnerships are key to achieving our purpose. We listen and learn - and share our knowledge and expertise in collaboration and co-design with our community, ensuring we are providing local solutions to community need.

Integrity: We uphold the values of the Universal Declaration of Human Rights and approach all we do with kindness and respect. We are ethical in all we do.

TEAM ROLE

The Primary Health Services portfolio involves the planning and provision of medical, paediatrics, chronic disease management, sexual and reproductive health, workplace health, multi-disciplinary complex nursing, social support in Elmore, physiotherapy, podiatry, dietetics, and doctors in secondary school's program.

The Primary Health Services division works together to provide the community with accessible healthcare and seeks to optimise health outcomes for all patients. The sexual and reproductive health team provide an integrated community based multidisciplinary health service which includes a strong focus on women's and men's sexual and reproductive health.

They also demonstrate a strong focus on health promotion and the social model of health and a commitment to equity and access.

POSITION ROLE

The General Practitioner – Sexual and Reproductive Health is an integral member of a multidisciplinary team, delivering high-quality, person-centred care through a holistic approach to the assessment, diagnosis, treatment, and management of sexual and reproductive health concerns.

This role draws on advanced medical knowledge, clinical expertise, and evidence-based practice to provide comprehensive care with a high degree of professional autonomy and accountability. The position has a particular focus on supporting Trans and Gender Diverse clients, as well as addressing men's sexual and reproductive health needs.

POSITION RESPONSIBILITIES

- Provide comprehensive medical assessment, diagnosis, treatment and procedural care within the scope of General Practice and Sexual and Reproductive Health services.
- Deliver high-quality, evidence-based care while practising autonomously and within professional and legislative requirements.
- Collaborate with and refer to other health professionals and specialist services as required to ensure optimal patient outcomes.
- Demonstrate accountability and responsibility for clinical decision-making and professional practice.
- Maintain accurate, timely, and confidential clinical documentation in accordance with professional standards, legislative requirements, and BCHS policies.
- Utilise effective time management and organisational skills to support efficient and responsive service delivery.
- Advocate for patients and foster active partnerships with individuals, their families, carers, and support networks to achieve person-centred care.
- Demonstrate advanced knowledge and clinical expertise in Sexual and Reproductive Health across diverse populations and genders.
- Provide medical consultation, assessment, treatment, and ongoing care for clients attending the Trans and Gender Diverse Clinic.

- Contribute to the delivery of inclusive, culturally safe, and affirming healthcare that supports equitable access and positive health outcomes for all consumers.

Research and Quality Improvement

- Initiates and participates in BCHS' clinical audits, research, review and redesign, policy and procedure activities to improve clinical outcomes and the patient experience.
- Participates in BCHS' accreditation preparation and activities as required.
- Have an active involvement in clinical and organisational meetings including the development and review of clinical guidelines

Professional Responsibilities

- Actively reflects on their own professional performance and competence, seeks feedback, and participates in their own professional development.
- Contributes to multidisciplinary team meetings.
- Completes all mandatory competencies required for medical staff at BCHS and in maintaining specialised skills.
- Maintains relevant credentialing and competency assessments.
- Assists in maintaining accreditation.
- Undertakes continuous professional development.

Safe Practice and Environment

- Identify, report, and manage risks to minimise harm to health for patients and colleagues.
- Maintain a safe working environment.

Communication

- Demonstrates clear, respectful, and informed communication with patients, colleagues, and external agencies.
- Ensures patients and/or their carers or representatives are provided with timely information.
- Other duties as directed.

KEY SELECTION CRITERIA

Essential

1. Medical qualification (MBBS or equivalent) with current AHPRA registration and Fellowship of the Royal Australian College of General Practitioners (FRACGP) or equivalent specialist registration.
2. Demonstrated experience and clinical expertise in the assessment and management of consumers within sexual and reproductive health, including men's sexual health.
3. Commitment to providing inclusive, affirming care for Trans and Gender Diverse clients and promoting equality, diversity, and human rights in all aspects of service delivery.
4. Demonstrated contemporary medical knowledge, clinical competence, and commitment to ongoing professional development.
5. Highly developed interpersonal and communication skills, with the ability to work effectively both independently and within a multidisciplinary team.
6. Demonstrated ability to maintain accurate, confidential clinical records in accordance with BCHS policies and procedures.

7. Current Employee Working with Children Check and current Driver's Licence.
8. The successful applicant will be required to undertake and complete Satisfactory National Police Check.

Desirable

1. Proficiency in Microsoft Office and electronic medical record/client management systems, preferably Best Practice.
2. Postgraduate qualifications, training, or certification in sexual and reproductive health or a related clinical field.

PROBATIONARY PERIOD

Employment with BCHS is conditional on satisfactorily completing a probationary period of six (6) months from date of commencement. During this period your performance will be reviewed with your manager and, assuming this is mutually satisfactory, your employment will be confirmed at the end of this period.

STAFF REVIEW & DEVELOPMENT (SRD)

Each BCHS staff member is required to participate in the annual SRD process. The SRD will be based on the position role and responsibilities and key selection criteria in addition to the relevant team plans and the following performance indicators.

Position Performance:

Demonstrate achievement of negotiated performance indicators specific to your position.

- Participate in supervision and professional development as negotiated with line manager.
- Knowledge and compliance with the BCHS privacy and confidentiality procedures.

Communication and Teamwork:

High level communication and interpersonal engagement that contributes to productive and collegial relationships between staff and with consumers.

- Display your capacity for self-awareness through reflection, planning and communication.
- Show evidence of your ability to work co-operatively within a team to achieve team goals.
- Establish and develop as key functions of relationship management, regular and professional communication with all your relevant colleagues.
- Demonstrate alignment and integration of practice according to BCHS' vision, values, and strategic directions.

Self-Management:

Demonstrated experience and understanding of the need for ongoing personal and professional development that contribute to self-satisfaction and professional growth.

- Continually develop personally and professionally to meet the changing needs of your position, career and industry.
- Demonstrate behaviours that lead you to achieving your goals.
- Demonstrate understanding and behaviour to reflect BCHS' values.

Administration and Documentation:

Through the use of the BCHS processes ensure that all administration and documentation requirements are initiated and completed in a professional and timely manner.

- Show evidence that the administrative tasks of your position are completed in an orderly, timely and accessible manner.
- Demonstrate that your documentation is completed in an accurate, legally and ethically compliant standard, and is produced to an appropriate professional standard.

Learning:

Demonstrated knowledge and application of the capabilities required for this position including knowledge and understanding of appropriate equipment, legislation, policies and procedures.

- Show evidence of knowledge and understanding of BCHS Strategic Directions and the ability to link key strategic directions to individual and teamwork plans and individual self-development.
- Demonstrate initiative and enterprise skills that contribute to innovative outcomes.
- Display an appropriate level of awareness of the implications for BCHS of decisions and situations that involve you and others.

DIVERSITY AND CULTURE

BCHS treats all people with respect; values diverse perspectives; provides diversity training opportunities; and provides a supportive work environment. BCHS is committed to employing people from diverse backgrounds and providing a workplace free from discrimination and harassment.

CHILD SAFETY

BCHS values children from all backgrounds and is committed to making our community a safe, nurturing and welcoming place for children to grow and develop. We are committed to making sure **all** children reach their individual potential.

OTHER ESSENTIAL REQUIREMENTS

Staff will:

- Complete all required probity checks **before** employment is confirmed.
- Provide vaccination information that meets the requirements for healthcare workers.
- Present a copy of original professional qualifications document or registration (if required).
- Receive and comply with BCHS' policies and procedures including the Code of Conduct.
- Actively contribute to continuous quality and service delivery improvement through the organisation.
- Be proactive in risk identification, notification and management.

BCHS believes that ***“Quality is everyone’s business, safety is my responsibility”***

Co-operate with and contribute to BCHS Occupational Health & Safety procedures and participate in appropriate safety information and education activities as required.

OTHER INFORMATION

- Salary packaging would be available to the successful applicant.
- BCHS' Employee Assistance Program is available to employees and immediate family.
- BCHS is an equal opportunity employer.
- All BCHS sites are smoke and vape free workplaces.
- BCHS has a commitment to environmental sustainability.

