

Position Title:	Proton Therapy Implementation Project Manager
Location:	SAHMRI, North Terrace
Reports To:	Finance Director, Australian Bragg Centre for Proton Therapy and Research
Department:	Australian Bragg Centre for Proton Therapy and Research

Purpose and Scope of the Position

The Australian Bragg Centre for Proton Therapy and Research is currently under construction and will be Australia's first proton therapy centre. The purpose of this role is to provide project management for clinical implementation at Australia's first proton therapy centre.

Reporting to the Finance Director of the Australian Bragg Centre for Proton Therapy and Research (ABCPTR), the position will also work closely with all members of the ABCPTR team including Radiation Oncologists, Medical Physicists, Radiation Therapists, Registry Project Managers and Project Executives.

Key Responsibilities

The specific duties include:

- Integration of a Clinical Operating Partner with SAHMRI to build the operating entity of the Australian Bragg Centre for Proton Therapy and Research.
- Co-ordinating the procurement of an Oncology Information System (OIS) and Treatment Planning System (TPS) for the Australian Bragg Centre for Proton Therapy and Research.
- Co-ordinating the procurement of a CT-Simulator and MR-Simulator
- Co-ordinating the procurement of a surface guided radiotherapy system
- Working with ABC affiliated Radiation Oncologists in the establishment of a National Referral Network (currently in development) to ensure patients from across Australia and overseas have a clear and efficient means of accessing PBT.
- Co-ordinating any future applications for Medicare funding of proton therapy
- Co-ordinating interaction with SA Health representatives in relation to proton therapy activities
- Assisting in the transition of proton/photon comparative planning services from the RAH to SAHMRI
- Working with Construction Project Managers to ensure clinical needs are met.
- Working with Charitable and Non-Government Organisations in promotion of the activities of the centre
- Ensuring the effective management of data processing operations within the unit through appropriate planning and allocation of resources to achieve agreed business and strategic plans.
- Liaising with managers and members of the multidisciplinary teams of contributors regarding project planning and maintenance of effective work relations.
- Participating in special projects to continuously improve processes, tools, systems and organisation.
- Taking reasonable care to protect his / her own health, safety and welfare at work
- Ensuring that duties are performed in keeping with the principles outlined in SAHMRI's Vision, Mission and Values and the **Code of Conduct Policy**.

Special Requirements

- Some out of hours' work may be required.
- DCSI Employment Screening and Police Checks may be required

PERSON SPECIFICATION

Qualifications

Relevant degree in a healthcare related field, project management or business administration

Experience, Knowledge and Skills

- Experience working in a cancer service provision and preferably radiation oncology
- Demonstrated knowledge of the field of proton therapy
- Experience implementing new healthcare services, preferably new radiotherapy services
- Experience in procurement of large medical device contracts
- Demonstrated experience in project management
- Demonstrated experience in establishing, maintaining and reviewing systems, practices, protocols, policies and procedures.
- Excellent verbal and written communication skills
- Ability to delegate, negotiate and manage conflict
- Possess a high level of interpersonal skills
- Ability to work well in a team
- Ability to work autonomously or under limited direction.
- Support SAHMRI's commitment to reconciliation and acknowledge the importance of working in partnership with Aboriginal and Torres Strait Islander People
- Able to demonstrate the following SAHMRI Values and Culture:
 - **Excellence** – Bold, Driven, Dynamic
 - **Innovation** – Persistent and Focused
 - **Courage** – Collaborative and Enabling
 - **Integrity** – Embrace Diversity, Demand Equity
 - **Teamwork** – Friendly, Fast, Flexible, Fun