



## **CPD Project Officer**

Applications are invited for position of CPD Project Officer for the Australian Society of Medical Imaging and Radiation Therapy.

An exciting opportunity has arisen for an experienced CPD Project Officer to undertake a review of the Society's CPD program.

## **Position Description**

The roles and responsibilities of the CPD Project Officer include, but are not limited to the following:

Benchmark with other health professionals CPD programs and look at best practice locally and internationally:

- Content
- Process
- Ease of accrual and upload
- Automation
- Cost of programs

Review of Appellation / Accreditation (approval of activities) for Universities/organisations/OEM/corporate:

- Documentation
- Process
- Benefits
- Audit process
- Automation
- Cost of "validation"

Look at types of educational activities being undertaken to meet the needs of current and developing practice

Review the internal audit process

Points vs credits vs hours – how do we ascertain value

Corporate sponsor fees etc – benchmark this against other health professional societies

### **Registered Office:**

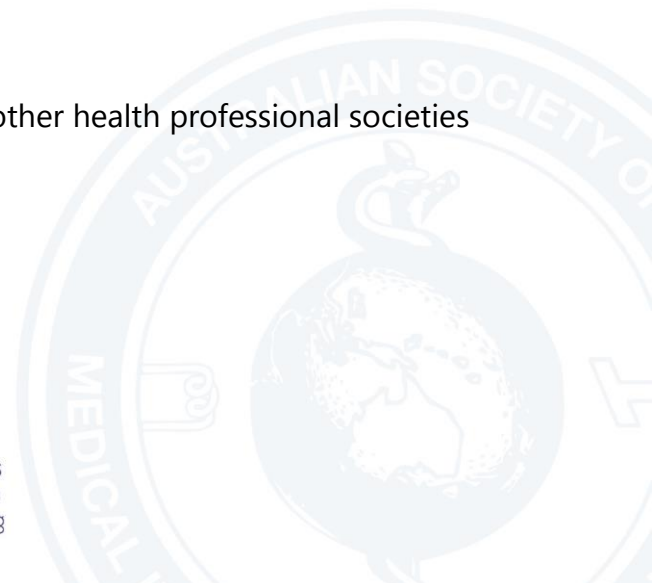
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### **All Correspondence to:**

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### **Contact us:**

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## **Desirable Qualifications**

The CPD project officer will be required to have the following skills and attributes:

- Understanding of Continuing Professional Development (CPD)
- Previous experience with CPD processes and requirements
- Understanding of the role of the Society and educational processes
- Understanding of professional education in health care;
- Previous experience in development of practice standards for healthcare delivery;
- Ability to communicate effectively with interdisciplinary teams including educational providers, clinical staff, regulatory bodies, industry representatives and students.

For further information or to apply please contact Sally Kincaid, [execoff@asmirt.org](mailto:execoff@asmirt.org) or to apply;

Applications close on ***Friday 26th January 2018*** and should be addressed to:

Ms Sally Kincaid – Chief Executive - Confidential Application  
Australian Society of Medical Imaging and Radiation Therapy  
P.O. Box 16234  
Collins Street West, Vic 8007  
Or by e-mail (word documents only please) to [execoff@asmirt.org](mailto:execoff@asmirt.org)