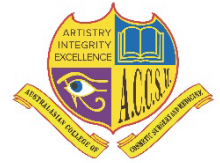


**Raising Standards – Protecting Patients**

**Position Description: Dean (Medical)**



**1. Overview**

The Australasian College of Cosmetic Surgery and Medicine (ACCSM) is a clinician-led member organisation established to advance health through Cosmetic Surgery and Medicine.

ACCSM is governed by the Council. The Council includes the ACCSM office-bearers, who are referred to as 'the Executive'. The Council and its Executive have responsibility for, and oversight of, the core objectives of the ACCSM.

The Dean is not an office-bearing position of the college. The Dean ideally sits as a member of the Board of Censors. The position is appointed via an Expressions of Interest process and approved for appointment by the Council.

**2. Roles and Responsibilities**

The Dean is responsible for the following duties:

- 2.1     Oversee the Cosmetic Medicine Training Program
  - 2.1.1    Assess applications, including interviewing candidates
  - 2.1.2    Conduct training workshops
  - 2.1.3    Recommend training materials
  - 2.1.4    Exam delivery
  - 2.1.5    Providing feedback for failed candidates
  - 2.1.6    Dealing with borderline candidates
- 2.2     On completion of training, review trainee training portfolios and recommend trainees for graduation to the censor-in-chief.
- 2.3     Mentors training and support
  - 2.3.1    Annual Mentor workshop facilitation
  - 2.3.2    Mentor application review and endorsement
- 2.4     Training program communicate for trainees and mentors
- 2.5     Development of Medical Conference program.

### 3. Application process

- 3.1 Appointment to the role will be determined by the Council.
- 3.2 The Dean is limited to a maximum of three terms of two years. Council may, at its discretion, extend the term limit.

### 4. Selection Criteria

The Dean must:

- 4.1 Be a Fellow member of ACCSM.
- 4.2 Be in good standing with the Australian Health Practitioner Regulation Agency (AHPRA) with no outstanding conditions, undertakings, or reprimands.
- 4.3 Have been actively involved in ACCSM education, governance, or member related work.

Document history	
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