Expression of Interest

Australian Medical Council Limited

Expressions of interest

Multiple roles for Discipline Leaders of the MCQ Child Health, Women's Health, Population Health & Ethics, Medicine & Surgery Writing Groups

The Australian Medical Council (AMC) is an independent national medical education and training standards body. Its purpose is to ensure that standards of education, training, and assessment of the medical profession promote and protect the health of the Australian community.

The AMC is Australia's accreditation authority for the medical profession and works with the Medical Council of New Zealand on the accreditation of medical programs in New Zealand. It is committed to improving outcomes for Aboriginal and/or Torres Strait Islanders by assessing International Medical Graduates who are embarking on the standard pathway for registration as a doctor in Australia.

The Australian Medical Council (AMC) is inviting expressions of interest from suitably qualified individuals to serve as Discipline Leaders for its MCQ Child Health, Women's Health, Population Health & Ethics, Medicine and Surgery Writing Groups.

The Discipline Leader plays a pivotal role in ensuring that the AMC assessment content that underpins the AMC's MCQ examinations for international medical graduates (IMGs) seeking registration in Australia is current, fair, relevant, and of high quality, while also embedding principles of cultural safety, inclusion, and diversity.

Our Commitment to Cultural Safety and Inclusion

The AMC values diversity and is committed to fostering a culturally safe, respectful, and inclusive environment in all aspects of its work. We recognise the importance of incorporating diverse perspectives to ensure our assessments reflect the needs of all communities, including Aboriginal and/or Torres Strait Islander and Māori Peoples.

The AMC is actively embedding cultural safety principles into its assessment processes and decision-making to promote equitable outcomes and improve health care delivery for Aboriginal and/or Torres Strait Islander and Māori Peoples.

Aboriginal and/or Torres Strait Islander and Māori Peoples are strongly encouraged to apply, as their contributions are vital to ensuring that AMC assessments are fair, relevant, and culturally responsive.

Role of the Discipline Leader of a Writing Group

The Discipline Leader will -

- Lead the respective MCQ Writing Group to develop, review, and refine examination content aligned with AMC blueprint domains ensuring content quality, validity, and alignment with the AMC exam standard.

- Lead on the continuous improvement of MCQ development related to discipline and multidisciplinary work in line with findings from research and evaluation activities.

This includes the following responsibilities:

- Attend meetings of the following -
  - MCQ Assessment Panel (MAP)
  - MCQ Content Group (MCG)
  - MCQ Results Panel (MRP)

- Manage discipline-based MCQ writing groups, including facilitating writing workshops.
- Review, prepare and present draft questions for multidisciplinary approval at MCG meetings.
- Review performance of retrieved questions following piloting for inclusion in future examinations.
- Select questions according to examination blueprint for examinations.
- Review Exam Content Database to:
  - Identify and address gaps in disciplinary coverage.
  - Manage outdated and over-exposed questions in Exam Content Database.
  - Manage questions identified as demonstrating item pre-knowledge or item parameter drift.
- Prepare questions with feedback for inclusion in the AMC App to assist candidate preparation.
- Select questions for MDANZ, trial examination and other non-examination related purposes.

- Support new and current writing group members through mentorship, feedback, and guidance on content development processes.
- Work closely with and take guidance from the Indigenous Health Content Group to ensure culturally safe content, relevance and respectful representation within exam content.
- Collaborate with AMC staff, other Discipline Leaders and the MCQ Assessment Panel to uphold assessment standards and culturally safe content principles.

Eligibility Criteria

Applicants must demonstrate -

- Experience in medical education and assessment, particularly in MCQ content development and review.
- Leadership or coordination experience within educational, clinical, or assessment settings.
- Current clinical or academic practice relevant to one or more AMC blueprint disciplines.
- Familiarity with the standard for graduating medical students of Australian Medical Schools.
- Strong written, communication, and facilitation skills.
- Commitment to cultural safety and understanding of Indigenous health (highly regarded).
- Prior involvement with AMC or other assessment bodies is advantageous.

Time Commitment and Term of Appointment

- Appointments are for up to 4 years, with the possibility of renewal
- Discipline Leaders must attend regular online and face-to-face meetings as outlined above in “Role of the Discipline Leader of a Writing Group”.
- Discipline Leaders are expected to complete preparatory work outside of meetings (e.g., drafting, editing, or reviewing content) as outlined above in “Role of the Discipline Leader of a Writing Group”.

Support for Contributors

The AMC will -

- Provide onboarding support for members
- Pay a fee to members for participation in meetings of committees and for work conducted outside of meetings.
- Pay superannuation for individual members as required under Superannuation Guarantee legislation
- Arrange and meet the cost of necessary accommodation and travel
- Meet the cost of meals and incidental expenditure, such as taxi fares.

The AMC does not pay for time spent responding to correspondence e.g., emails and phone calls to AMC staff.

How to apply

All applications will be reviewed by an AMC Selection Panel. The applicant will then be invited to interview.

Please complete and return the Expression of Interest Form and your CV to assessment@amc.org.au by CoB on Friday, 27 November 2026.

Australian Medical Council Limited

Expression of Interest Form:

New Discipline Leaders to join the AMC Writing Groups (MCQ Examinations)

Please complete this form and return to assessment@amc.org.au by CoB on Friday, 27 November 2026.

I wish to apply for the position of Discipline Leader for the following MCQ Writing Group:	☐ Child Health ☐ Women's Health ☐ Population Health & Ethics ☐ Medicine ☐ Surgery
Name	
Family Name	
Given Name/s	
Title	
Personal Information	
Preferred Gender Pronoun	
I identify as	☐ Aboriginal ☐ Torres Strait Islander ☐ Aboriginal and Torres Strait Islander ☐ Māori
Contact details for this application	
Preferred phone contact	
Alternative phone contact	
Email	
Interest in the position(s) and relevant qualifications	

Why do you wish to be considered for the Discipline Leader position?	
Provide details of any leadership, or education experience relevant to the position(s)	
Please list your current contributions to the AMC, if any	
Declaration of interests relevant to AMC role, e.g. fellow/trainee of an AMC-accredited medical school or college; health profession registration; director, staff or committee member of relevant organisation	
Selection criteria – please outline any relevant background and experience relating to the following	
• Leadership in medical education and assessment	
• Experience in developing and reviewing content development (MCQ or Clinical)	
• Current clinical or academic practice relevant to the discipline	
• Understanding of Indigenous health and cultural safety (highly regarded)	
CV	
Please include a PDF copy of your full CV with your application	☐ CV already received by the AMC ☐ CV attached
Other Roles	
☐ I agree to the AMC sharing my application and/or CV internally for consideration of other roles within the organisation.	
☐ The AMC may, from time to time, have other roles that suit your skills and experience. Please tick the box if you consent to your application being shared internally for this purpose.	