



JOB DESCRIPTION FORM

Section 1 – POSITION IDENTIFICATION

WA COUNTRY HEALTH SERVICE		Position No:	615108
Division:	Wheatbelt	Title:	Nurse Educator
Branch:	Regional Nursing Services	Classification:	RN SRN Level 3
Section:	Clinical Education	Award/Agreement	Nurses and Midwives Agreement

Section 2 – POSITION RELATIONSHIPS

Responsible To	Title:	Regional Director Wheatbelt
	Classification:	HSO Class 2
	Position No:	607224
		↑
Responsible To	Title:	Regional Director, Nursing & Midwifery
	Classification:	RN SRN 10
	Position No:	613266
		↑
This position	Title:	Nurse Educator
	Classification:	RN SRN Level 3
	Position No:	615108
		↑

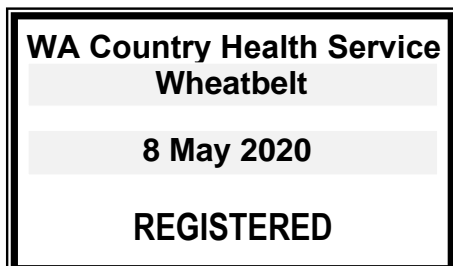
OTHER POSITIONS REPORTING DIRECTLY TO THIS POSITION:

<u>Title</u>
613211 Clinical Nurse Consultant- Oncology
613709 Clinical Nurse Manager- Palliative Care
614419 Nurse Manager- Workforce
615872 Clinical Nurse Consultant- Renal
615979 Clinical Midwife Manager
613297 Personal Assistant

Positions under direct supervision:			← Other positions under control:	
Position No.	Title		Category	Number
007048	Nurse Educator	RN SRN 2		
607009	Nurse Educator	RN SRN 2		
607500	Nurse Educator	RN SRN 2		

Section 3 – KEY RESPONSIBILITIES

Plans, implements and evaluates the Wheatbelt region's nursing education programs based on identified priorities. Provides leadership and expert knowledge and acts as a clinical education resource person for the Wheatbelt region.



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The WA Country Health Service (WACHS) is the largest country health system in Australia and one of the biggest in the world, providing health services to over half a million people, including over 50,000 Aboriginal people, over a vast two and a half million square kilometres area.

WA Country Health Service hospitals handle almost as many births as the State's major maternity hospital – and 40% of the State's emergency presentations. The range of health services provided include acute inpatient and emergency care, population and public health, mental health, Aboriginal health, aged care and includes increasing number of services provided by telehealth video-conferencing.

Our dedicated and committed staff work hard to fulfil our vision of Healthier country communities through partnerships and innovation, to deliver health services that support the health and well-being of individuals and communities in rural and remote Western Australia.

OUR MISSION

To deliver and advance high quality care for country WA communities

OUR VISION

To be a global leader in rural and remote healthcare

OUR STRATEGIC PRIORITIES

Caring for our patients - Providing safe, patient-centred care, ensuring the needs of our patients are at the core of everything we do

Addressing disadvantage and inequity - Delivering focussed and accessible services for those who need it most

Building healthy, thriving communities - Supporting country people to be as healthy as they can be and continuing to play our part in the economic and social viability of country communities

Delivering value and sustainability - Ensuring that the services we provide are sustainable and we are transparent about our performance

Enabling our staff - Supporting our staff to deliver great care, empowering them to learn, grow, innovate and lead

Leading innovation and technology - Embracing innovation and technology to create a safer, more connected and equitable health system

Collaborating with our partners - Partnering to deliver more integrated services that improve patient outcomes and experience, giving consumers more choice and control

OUR VALUES

Community – We live and work in country communities. We are invested in the health, wellness and viability of country communities and the vibrancy, diversity and future of country WA.

Compassion – We are inclusive, respectful, and considerate. We care deeply about the people in our care and country communities.

Quality – We provide safe, high-quality care, constantly striving to innovate, improve and achieve trust in our care.

Integrity – We bring honesty, collaboration and professionalism to everything that we do.

Equity – We are passionate about fairness in healthcare for all Western Australians, especially the most vulnerable and disadvantaged people and communities.

Curiosity – We continually enquire and seek to understand, using the best evidence, insight and research to improve care.

**WA Country Health Service
Wheatbelt**

8 May 2020

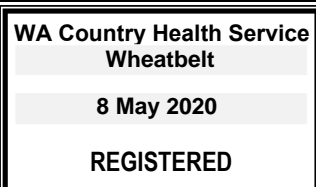
REGISTERED

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Section 4 – STATEMENT OF DUTIES

Duty No.	Details	Freq.	%
1.	PLANNING & EVALUATION		20
1.1	In conjunction with WACHS Wheatbelt governance, WACHS Learning & Development and the Wheatbelt Learning & Development Reference Group determine the learning & development priorities of Wheatbelt staff.	R	
1.2	In consultation with the Wheatbelt Learning and Development Team develop the Wheatbelt learning & development strategic direction, key performance indicators and operational plans.	R	
1.3	In conjunction with the Learning & Development Coordinator develops regional clinical education plans which reflect identified risk, organisational policy and consumer focus.	R	
1.4	Analyse and report on workforce development training data (including essential skills compliance), including recommending areas for improvement.	R	
2.	TRAINING		50
2.1	Conducts clinical education programs within a variety of settings, formally and informally.	R	
2.2	Provides expertise and direction to facilitate clinical education.	R	
2.3	Liaises with senior nurses, midwives and managers to ensure effective implementation of the clinical education priorities.	R	
2.4	In conjunction with nursing workforce leaders, coordinates graduate nurse, refresher programs and nurse orientation programs.	R	
2.5	Provides appropriate oversight of clinical nursing & midwifery student placements.		
2.6	Assess, plan, promote, implement and evaluate the Wheatbelt essential skills program.	R	
2.7	Ensure that essential skills program methods and materials are complimentary.	R	
2.8	Develop, implement and evaluate training programs and materials for identified priorities.	R	
3.	MANAGEMENT		20
3.1	Provides effective human resource management of assigned staff, including coordinating the recruitment, selection, orientation and induction of new staff.	D	
3.2	Facilitates the effective functioning of the Learning & Development team through appropriate supervision, mentoring, reflective practice, clinical/professional reasoning, performance development and staff development (training /education).	D	
3.3	Monitor and manage funding to ensure effective and efficient use of financial, human and physical resources.	D	
3.4	Prepares proposals for enhancement of clinical education and/or the development of new clinical education initiatives.	O	
3.5	Identify funding sources and write business cases and funding submissions.	R	
3.6	Manage and coordinate the contracts of external education providers.	R	
3.7	In consultation with the Wheatbelt Learning and Development Team, develop and implement region wide systems and processes.	R	
4.	PROFESSIONAL DEVELOPMENT		5
4.1	Maintains clinical skills in own area of clinical expertise and knowledge of current nursing and health industry issues.	R	
4.2	Acts as a professional role model.	D	
4.3	Participates in own performance development program with the Coordinator of Nursing & Midwifery.	A	
4.4	Participates in continuing education of self, including professional, leadership and managerial skill development.	R	
5.	OTHER		5
5.1	Performs other duties as directed by the Coordinator of Nursing & Midwifery.	O	

The occupant of this position will be expected to comply with and demonstrate a positive commitment to the highest achievement level in Equal Employment Opportunity, Occupational Safety & Health, Public Sector Standards, Code of Conduct, Code of Ethics, Quality Improvement, Performance Management, Customer Focus, Disability Services Act and Confidentiality throughout the course of their duties.



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Section 5 – WORK RELATED REQUIREMENTS

ESSENTIAL

1. Eligible for registration in the category of Registered Nurse by the Nursing and Midwifery Board of Australia.
2. Demonstrated current experience in relevant clinical nursing, including an understanding of rural and remote environments.
3. Demonstrated effective leadership, organisational, analytical and problem solving skills.
4. Demonstrated ability to work independently and in a multidisciplinary team.
5. Demonstrated experience in the development, planning, implementation and evaluation of clinical nursing education programs.
6. Demonstrated highly developed interpersonal and communication skills, including proficiency in using computer information systems.
7. Demonstrated experience in the application of continuous quality improvement and performance principles.
8. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.
9. Eligible for/ or in possession of a current C or C-A Class drivers licence.

DESIRABLE

1. Possession of or progress towards post-graduate qualifications in nursing, education or management.
2. Knowledge and experience in the application of the principles of adult learning.
3. Knowledge of current health industry issues and policy driving rural health service delivery in Western Australia.

Section 6 – APPOINTMENT FACTORS

Location	Northam	Accommodation	As determined by the WA Country Health Service Policy
Allowances/ Appointment Conditions	Appointment is subject to: <ul style="list-style-type: none"> • Evidence of current registration by the Nursing and Midwifery Board of Australia must be provided prior to commencement. • Provision of the minimum identity proofing requirements. • Successful Criminal Record Screening clearance • Successful Pre-Employment Health Assessment • Successful WA Health Integrity Check • Evidence of a current C or C-A Class drivers licence 		
Specialised equipment operated			

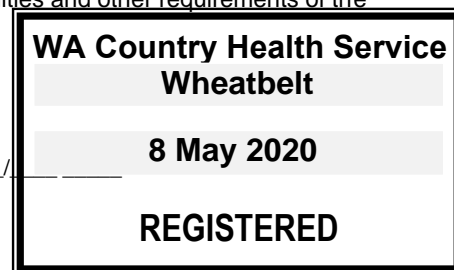
Section 7 – CERTIFICATION

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Signature and Date:
Executive Services



Signature and Date: _____
Chief Executive Officer



As occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

Name	Signature	Date Appointed	Date Signed