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| Position Title: | Clinical Area Educator - Generic |
| Operationally reports to: | Director of Nursing & Midwifery Practice, Education and Research |
| Professionally reports to: | Chief Nursing and Midwifery Officer |
| Department: | Director of Nursing & Midwifery Practice, Education and Research |
| Directorate: | Chief Nursing and Midwifery Officer |
| Cost centre: | P0602 |
| Code & classification: | Nurse Educator Non-Major Hospital Year 1-2 (YW4) or Year 3 and subsequent (YZ7) |
| Performance review: | Upon completion of probationary and qualifying period and annually or as requested |
| Employment conditions: | Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2024 - 2028 and its successors, and to the GV Health Policies and Procedures (and as varied from time to time) |

Goulburn Valley (GV) Health is a Regional Public Hospital and Health Service for the Hume Region of Victoria, with main campuses located at Shepparton, Tatura and Rushworth. The main campus in Shepparton is the major acute referral hospital for the sub region. Additional sites are also located in Shepparton, Seymour, Benalla and Wodonga. GV Health provides a range of acute, subacute, mental health, aged, primary health and community services across the Goulburn Sub-Region within the Hume Region.

The *Goulburn Valley Health Strategic Plan 2024-26* provides the direction for GV Health with key elements summarised below.

OUR PURPOSE

Improving community wellbeing through high quality health services, outstanding care and learning.

OUR VALUES AND BEHAVIOURS

Our culture is made up of our CREATE values and behaviours, through which we commit to delivering ongoing quality healthcare for our community. Our CREATE values and behaviours are the foundations for our strategic pillars, and for achieving our goals.



Compassion

- We treat others with kindness and respect;
- Our deep connection to the community enhances our care for patients;
- We support the whole patient journey;
- We are understanding of each other.



Respect

- We respect the patient's voice and their choices;
- We celebrate diversity and are proud of multiculturalism;
- We respect differences of opinions;
- We respect the input of different disciplines and areas of expertise.



Excellence

- We are encouraged to grow professionally and personally;
- We are leaders in what we do;
- We invite feedback and are always striving to do better;
- We connect patients to further care and information.



Accountability

- We are responsible for our actions;
- We are courageous in our decision making and grow from our mistakes;
- We deliver what we promise;
- We don't compromise on our standards.



Teamwork

- We are a multi-skilled workforce and we pool our resources together;
- We mentor and support one another;
- We take a collaborative approach to care;
- We are approachable.



Ethical behaviour

- We hold ourselves to high standards;
- We rigorously uphold professional boundaries in our regional setting where patients may be friends or family too;
- We value and respect our patient's privacy and trust;
- We stand up against unsafe practice.

CREATE Outstanding

CREATE Outstanding encompasses foundation elements of the Goulburn Valley Health Strategic Plan 2024-26 to link GV Health's purpose, values and our Culture of Care with fundamental organisational systems

and processes. GV Health is striving to achieve CREATE Outstanding in every interaction with the people services are provided for as well as how staff work with each other.

ROLE STATEMENT:

The Clinical Area Educator is primarily a teaching and practice resource to facilitate best practice clinical care from all Nursing and Midwifery staff and students in the designated clinical area. The Clinical Area Educator assists in the provision of high-quality clinical orientation to staff, students and graduates; facilitates conversion of theory to practice; completes evaluation and promotes the professional development of all staff. The Clinical Area Educator has a close liaison role with the Nurse Unit Manager, preceptors in the clinical area and coordinators of various courses and programs associated with GV Health. The Clinical Area Educator is an integral part of the Centre for Nursing & Midwifery Practice, Education and Research team.

KEY RESPONSIBILITIES, ACTIVITIES AND DUTIES:

- Work closely with the Nurse Unit Manager to identify learning needs of the unit
- Provide clinical supervision and support to students, graduate nurses and staff of the unit
- Provide an education plan and framework to develop learning opportunities in the unit
- Work closely with the Centre for Nursing & Midwifery Practice, Education and Research to provide organisation wide and regional education, training and learning programs as required.

1. Provide quality and safe clinical care for consumers

- Facilitate staff /students provide consumers, families/representatives or carers with timely information and are involved in decision making about their care planning and treatment
- Accept accountability for own actions and seek guidance when a situation exceeds experience and/or knowledge
- Uphold and protect consumer rights, maintain strict confidentiality and continually practice the principles of open disclosure
- Comply with best practice healthcare standards, legislation, and GV Health’s Clinical Governance Framework and clinical practice guidelines
- Respond appropriately to consumer feedback and complaints to ensure that issues are resolved and quality and safe clinical care is provided
- Maintain accurate and current clinical records ensuring documentation meets professional and legal standards
- Promptly respond to and report vital consumer observations that are outside the reportable limits and escalate care as per clinical guidelines
- Where appropriate ensure an effective discharge from hospital or services that reflects the needs of the consumer.

2. Develop and maintain collaborative relationships with all disciplines

- Collaborate and communicate with all members of the health care team to achieve desired consumer outcomes
- Respect the decisions and actions of others
- Contribute to interdisciplinary team meetings and clinical education sessions to facilitate consumer care goals.
- Participate in clinical placement planning and in the provision of clinical placements in accordance with the Best Practice Clinical Learning Environment framework.
- Identify staff and students performing below expectation in the clinical area and in conjunction with the Nurse Unit Manager and Program Managers, devise strategies to assist them to improve clinical performance wherever possible.

- Conduct student assessments in accordance with the education provider requirements

3. Support and participate in evidence-based programs to evaluate and improve the quality of consumer care and outcomes

- Maintain current knowledge of clinical practice
- Actively participate in identifying where improvements can be made to the quality of consumer care
- Participate in clinical audits, research, process redesign and accreditation against healthcare standards to ensure ongoing clinical practice improvement and the quality of consumer care.

4. Commit to ongoing professional development of self, other employees and the profession

- Maintain and demonstrate regulated clinical skills and competencies by undertaking professional development and completing mandatory training as defined by GV Health
- Undertake credentialing and review of scope of practice and work within these
- Improve performance by seeking feedback, setting goals and participating in annual performance reviews
- Support the development of others by acting as a resource to colleagues and participating in orientation and precepting of new employees and supervising students
- Work with the Nurse Unit Manager to identify education needs within the unit.
- Assist in the development of nursing and midwifery staff through conducting and attending in-service education sessions and other clinical and educational support strategies
- Liaise with clinical staff, Unit Managers and Director - Nursing & Midwifery Practice, Education & Research to determine individual staff and student clinical progress.
- Provide direction for staff towards resources for those experiencing difficulties (counselling, library resource, and extra tuition).
- Actively participate in facilitating staff to make adjustments to meet the expectations of the clinical practice setting.
- Provision of appropriate supervision to less experienced clinical employees
- Assist graduates/Students to plan and document individual competency of clinical skills required to work independently, providing constructive feedback pertaining to their clinical progress.
- Work collaboratively with the Nurse Unit Manager to identify education needs within the unit and promote staff compliance with mandatory training requirements
- Participate in committees and professional groups and disseminate relevant information to other health care professionals.
- Work collaboratively within the organisation to promote the development of nursing clinical practice and provide a role model for staff.

QUALITY, SAFETY, RISK and IMPROVEMENT

- Maintain an understanding of individual responsibility for consumer safety, quality and risk and adhere to the relevant policies, procedures and guidelines
- Maintain a safe working environment for yourself, your colleagues and members of the public
- Identify, report and manage risks and ensure actions are taken to prevent and minimise harm to consumers and the GV Health workforce
- Contribute to organisational quality and safety initiatives
- Minimise the risk of infection to consumers, residents, employees, visitors, contractors and the general public
- Comply with requirements of the National Safety and Quality Health Service Standards and other relevant standards, regulations and legislative requirements.
- Is an active participant of the team at the Centre for Nursing & Midwifery Practice, Education and Research and contributes to meetings.

- Actively contribute to the department quality improvement plan and activities
- Acts as representative for nursing and midwifery education on quality workgroups as required

OTHER REQUIREMENTS FOR ALL CLINICAL EMPLOYEES:

- Where relevant collaborate with consumers and the community in the development, implementation and review of health service planning, policies and quality improvement activities
- Demonstrate sensitivity, empathy and respect for the customs, values and spiritual beliefs of others at all times
- Understand and act in accordance with the GV Health Code of Conduct, values and relevant policies, procedures and guidelines
- Comply with the principles of Patient and Family Centred Care
- Promote GV Health as a quality regional health care provider

KEY PERFORMANCE INDICATORS:

- Registration is maintained and working within scope of practice
- Attendance and active participation at meetings as required
- 100% compliance with core competencies and training requirements as outlined in the GV Health Education Framework
- Active participation in the Performance and Development review process
- Provision of data and activity reports as required
- Documentation of student placement rosters and attendance on viCPlace (where required)
- Participation in education programs through Centre for Nursing & Midwifery Practice, Education and Research such as orientation, continuing education sessions, study days, workshops and courses
- Active Participation in quality improvement and innovation programs
- 100% compliance with core competencies and training requirements as outlined in the GV Health Education Framework
- Active participation in the Performance and Development review process

Other Position Requirements

Statements included in this position description are intended to reflect in general the duties and responsibilities of the position. It is not intended to be an exhaustive list of responsibilities, duties and skills required.

GV Health may alter the duties of this position description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).

KEY SELECTION CRITERIA:

Mandatory

- Commitment to the GV Health Values of *Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour.*
- Current registration with the Australian Health Practitioner Regulation Agency as a Registered Nurse
- Completion of appropriate postgraduate tertiary studies in area of practice
- Postgraduate qualifications in clinical teaching / education or demonstrated commitment to work towards
- Demonstrable extensive and recent relevant clinical experience
- Demonstrated ability to work collaboratively within a multidisciplinary team
- Experience in education/clinical teaching
- Evidence of full immunisation against Influenza
- Satisfactory National Criminal History Check prior to commencement of employment
- Satisfactory Victorian 'Employee' Working with Children Check prior to commencement of employment
- Completion of a Commonwealth of Australia Statutory Declaration prior to commencement of employment.

Inherent Requirements

GV Health has a duty of care to all employees. The purpose of this section is to ensure that you fully understand and are able to perform the inherent requirements of the role (with reasonable adjustments if required) and that you are not placed in an environment or given tasks that would result in risks to your safety or the safety of others.

The role may require the following tasks among other things:

| Consumer Care Role | |
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| <ul style="list-style-type: none"> ▪ manual handling (pushing, pulling equipment) ▪ general consumer handling and clinical duties ▪ sitting, standing, bending, reaching, holding ▪ pushing pulling trolleys and equipment ▪ working alone ▪ general clerical, administration work, computer work ▪ use of personal protective equipment and handling ▪ operating equipment ▪ handling general and infectious waste ▪ participating in shift work and on-call | <ul style="list-style-type: none"> ▪ Exposure to substances and hazardous materials ▪ working at other locations may be required ▪ dealing with anxious or upset consumers or members of the public ▪ driving a motor vehicle |

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| Reviewed by | Director Nursing & Midwifery Practice, Education and Research |
| Issued | March 2024 |
| Reviewed | March 2025 |



GVHealth



CREATE. Outstanding.

I acknowledge:

- That I will observe child safe principles and expectations for appropriate behaviour toward and in the company of children.
- That GV Health has a zero tolerances of child abuse and all allegations and safety concerns will be treated very seriously. For more information refer to GV Health’s Child Safety Standards procedure.
- That I have read and fully understand the Position Description and Inherent Physical Requirements of the position.
- I agree that I have the physical ability to fulfil the inherent physical requirements of the position, and accept my role in fulfilling the responsibilities, activities, duties and generic position requirements.
- I understand that the information provided is a general outline and may not encompass every aspect of the position.
- GV Health may alter the duties of this position description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).
- I understand that this is separate to the Employment Agreement that I will sign, outlining the terms and conditions of my employment.

Accepted by: _____

____/____/____

(Print Name)