DEPARTMENT OF HEALTH

# Statement of Duties

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| **Position Title:** | Clinical Nurse Educator |
| **Position Number:** | 518832 |
| **Classification:** | Registered Nurse Grade 6 |
| **Award/Agreement:** | Nurses and Midwives (Tasmanian State Service) Award |
| **Group/Section:** | Hospitals South - Office of the Executive Director of Nursing |
| **Position Type:** | Permanent, Full Time/Part Time |
| **Location:** | South |
| **Reports to:** | Assistant Director of Nursing - Education / Assistant Director of Nursing - Research |
| **Effective Date:** | July 2020 |
| **Check Type:** | Annulled |
| **Check Frequency:** | Pre-employment |
| **Essential Requirements:** | Registered with the Nursing and Midwifery Board of Australia as a Registered Nurse<br>**Registration/licences that are essential requirements of this role must remain current and valid at all times whilst employed in this role and the status of these may be checked at any time during employment. It is the employee's responsibility to ensure that registration/licences remain current and to advise the Employer if their circumstances change. This includes notifying the Employer if a registration/licence is revoked, cancelled or has its conditions altered.* |
| **Desirable Requirements:** | Holds, or is currently working towards, postgraduate qualifications in education and/or clinical teaching and learning<br>Holds, or is currently working towards, postgraduate qualifications around clinical/practice speciality as relevant to the position |

*NB. The above details in relation to Location, Position Type and Work Pattern may differ when this position is advertised – please refer to these details within the actual advert. The remainder of the content of this Statement of Duties applies to all advertised positions.*

## Primary Purpose:

The Clinical Nurse Educator (CNE) is accountable for the design, implementation, assessment and evaluation of education programs and providing nursing expertise related to educational issues in meeting the strategic priorities of the Nursing and Midwifery workforce and the Organisation.

This role:

- Leads safe and quality nursing care through the advancement of evidenced based nursing practice in an area of clinical and professional speciality utilising a lifelong learning and development framework.
- Plans, assesses, implements and comprehensively evaluates educational programs to ensure they align with the needs of the Organisation and nursing workforce.
- Works within a Practice Development framework that fosters research, the implementation of evidenced based knowledge and person-centred care.
- Applies high level professional and clinical expertise in collaboration with nursing, midwifery and multidisciplinary stakeholders to enact education and development strategies for nursing and midwifery practice and the Organisation.
- Works in accordance with the strategic direction of Hospitals South and the Organisations Nursing and Midwifery Strategic Framework.

## Duties:

**1. Education**

a) Collaborates with key stakeholders to develop, plan, implement and evaluate nursing education programs that reflect the assessed needs of the nursing workforce and are linked to patient and professional outcomes in the clinical practice setting.

b) Ensures education programs for nurses are designed with a focus on critical thinking, clinical reasoning, problem solving skills, application of clinical judgement and best practice education frameworks to provide safe contemporary nursing care.

c) Works collaboratively with interdisciplinary teams with a focus on creating a positive and supportive learning culture and environment that achieves best practice outcomes for patients, service areas and professional growth for nurses.

d) Facilitates education programs across all levels of nursing that are evaluated for educational and nursing practice effectiveness, and contribution to a culture of organisational and professional learning.

e) Continuously evaluates and improves on educational programs.

f) Facilitates person-centred induction for nurses and collaborates with teams to implement and evaluate frameworks for supervision in practice inclusive of student supervision, preceptorship and mentoring.

**2. Professional Practice**

a) Demonstrates high level clinical knowledge, skills and utilises expertise in the area of clinical speciality to develop and apply education programs that focus on theory to clinical practice translation.

b) Adheres to relevant guidelines, protocols and systems of work practices as determined by the Organisation.

c) Responsible for ensuring that education programs reflect nursing practice that is inclusive, respectful of learner's capabilities, provide equal opportunity for learning, and are respectful and advocate for nurses, patients and the Tasmanian community.

d) Participates in strategic development of a culture that promotes and supports education, learning and workforce development with a person-centred focus.

3. **Communication & Teamwork**

   a) Develops, through a need analysis process, a continuing nursing education plan that is informed by evidence, nursing management, direct care nurses and broader interdisciplinary teams.

   b) Supports organisational strategic priorities through active membership and/or chairing relevant committees/councils as required.

   c) Responsible for maintaining confidential and accurate documentation in relation to nursing staff performance.

   d) Responsible for ensuring education programs evaluation reports are completed and dissemination to key stakeholder groups.

4. **Leadership**

   a) Functions as a member of the interdisciplinary clinical leadership team.

   b) Accountable to the Australian Nursing and Midwifery Board of Australia for own standards, actions and behaviours in relation to nursing and professional practice.

   c) Leads and supports others in quality improvement and research activities inclusive of clinical risk management with a focus to facilitate ongoing professional development, learning, research and safety culture.

   d) Responsible for maintaining expertise in clinical based education, evidenced based practice and leadership.

   e) Mentors' nurses to achieve excellence in care through education, innovation in practice and research.

5. The incumbent can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying positions at this classification level.

## Key Accountabilities and Responsibilities:

The incumbent functions with a degree of autonomy but receives guidance, direction and support from Assistant Director of Nursing - Education. As a member of the Hospitals South Nursing and Midwifery clinical leadership team the Clinical Nurse Educator will:

- Contribute towards, and support the implementation of, the broader strategic reform agenda of the Organisation.
- Integrate, as required, the practices of diverse health care disciplines and fields of nursing in the development and delivery of programs for nurses in a range of practice settings and contexts while at the same time, actively participate in his/her own continuing professional development.
- Work within the professional, ethical and practice standards frameworks for nursing and midwifery professions.
- Collaborate with the Nurse Unit Managers, direct care nurses and the broader workforce to develop nursing education programs that are responsive to the unit/service specific professional development plan.
- Where applicable, exercise delegations in accordance with a range of Acts, Regulations, Awards, administrative authorities and functional arrangements as mandated by Statutory office holders including the Secretary and Head of State Service. The relevant Unit Manager can provide details to the occupant of delegations applicable to this position.
- Comply at all times with policy and protocol requirements, including those relating to mandatory education, training and assessment.

- Actively participate in and contribute to the organisation's Quality & Safety and Work Health & Safety processes, including in the development and implementation of safety systems, improvement initiatives, safeguarding practices for vulnerable people, and related training.

## Pre-employment Conditions:

*It is the Employee's responsibility to notify an Employer of any new criminal convictions during the course of their employment with the Department.*

The Head of the State Service has determined that the person nominated for this job is to satisfy a pre-employment check before taking up the appointment, on promotion or transfer. The following checks are to be conducted:

1. Conviction checks in the following areas:
    a. crimes of violence
    b. sex related offences
    c. serious drug offences
    d. crimes involving dishonesty
2. Identification check
3. Disciplinary action in previous employment check.

## Selection Criteria:

1. Demonstrated high level knowledge, skills and clinical expertise and the ability to lead nursing practice through the principles of Practice Development.
2. Ability to apply facilitation skills, learning and evaluation strategies in the clinical context, to further the development of a person-centred culture including the implementation and evaluation of professional development, education and training activities.
3. Sound knowledge of contemporary education, health and professional development issues and their impact on the knowledge and skill requirements of the nursing workforce.
4. Ability to evaluate nursing practice with an understanding of best patient healthcare outcomes.
5. High level written and interpersonal communication skills, with proven ability to function effectively within a multidisciplinary context.
6. Demonstrated understanding of workplace safety and the principles of workplace diversity and the legal, ethical and professional practice standards related to nursing practice.

## Working Environment:

The Department of Health is committed to improving the health and wellbeing of patients, clients and the Tasmanian community through a sustainable, high quality and safe health system. We value leading with purpose, being creative and innovative, acting with integrity, being accountable and being collegial.

The Department seeks to provide an environment that supports safe work practices, diversity and respect, including with employment opportunities and ongoing learning and development. We value the diverse backgrounds, skills and contributions of all employees and treat each other and members of the community with respect. We do not tolerate discrimination, harassment or bullying in the workplace. All employees must uphold the *State Service Principles* and *Code of Conduct* which are found in the *State Service Act 2000*. The Department supports the Consumer and Community Engagement Principles.