

## Position Description

<b>Position Title</b>	Clinical Nurse Educator
<b>Department / Division</b>	Nursing Education / Nursing and Allied Health
<b>Classification</b>	EDUCATOR (NON-MAJOR) YEAR 3 AND SUBSEQ QRED 3 RN35
<b>Position reports to</b>	Operational and Professional: Director, Nursing Education and Research
<b>No. of direct and indirect reports</b>	N/A
<b>Location</b>	The Royal Children's Hospital, Flemington Road, Parkville
<b>Risk category</b>	Category A - works in a direct patient contact role and has or potential to have exposure to blood or body fluids.

### The Royal Children's Hospital

The Royal Children's Hospital's (RCH) vision is *A world where all kids thrive*.

RCH is located within the Melbourne Biomedical Precinct, with more than 45 world-class biomedical organisations and more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region for health, education, research, and training. Within this, RCH is also a cornerstone member of the Melbourne Children's Campus, partnering with Murdoch Children's Research Institute, The University of Melbourne Department of Paediatrics and The Royal Children's Hospital Foundation. Each organisation contributes to a paediatric academic health centre which is greater than the sum of its parts.

RCH has cared for the children and young people of Victoria for more than 150 years since it was founded in 1870. A full range of paediatric and adolescent health services are provided plus tertiary and quaternary care for the most critically ill and medically complex patients in Victoria, Tasmania, southern NSW and other states around Australia and overseas. The RCH is the only provider of heart transplant services and CAR T-cell therapy for paediatrics in Australia. RCH is an effective advocate for patients and their families with a particular focus on vulnerable children and increasingly, mental health in young people. The hospital also supports many health promotion and prevention programs. The Hospital has more than 6,000 staff, a budget of \$850M, 12 wards and 350 beds. Annually, the RCH has 300,000+ Specialist Clinic appointments, 90,000+ Emergency Department presentations and 20,000 elective surgeries.

We work collaboratively with hospitals to deliver the right care, in the right place, at the right time. The RCH is committed to the Child Safe Standards <https://www.rch.org.au/quality/child-safety/>.

RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.

Further information on RCH is available at [www.rch.org.au](http://www.rch.org.au)

### ROLE CONTEXT

Working alongside other members of the Nursing Education Team, and with identified key stakeholders across the organisation, the Clinical Nurse Educator leads the strategic coordination and development of the curriculum for RCH's nursing education programs. The role also contributes to the review and development of policies, procedures and guidelines and promotes and initiates quality improvement activities.

### ROLE PURPOSE

The Nurse Educator leads continuing professional development education for nurses and works collaboratively with Directors of Nursing, NUMs and the Nursing Education team to ensure the success of education programmes and activities in The Royal Children's Hospital.

## KEY ACCOUNTABILITIES

### Direct Comprehensive Care

- Leads the development, coordination and implementation of programmes, study days and/or educational activities for nurses in collaboration with other members of the Nursing Education team.
- Supports the delivery of great care by working alongside new & existing staff to develop their skills, knowledge, and attributes.
- Advanced knowledge of EMR applications and ability to provide EMR mentorship as required.

### Support of Systems

- Provides nursing education regarding organisational imperatives, changes or clinical updates as required.
- Contributes to the review and development of policies and procedures.
- Participates in RCH wide committees, projects and initiatives.
- Engages with NUMs and preceptors to ensure their engagement with the RCH Nursing Competency Framework, supporting excellence in nursing practice.
- Employs advanced skills in data management to enable timely and measurable reporting of nursing engagement in education and training

### Professional Leadership

- Collaborates with Director, Nursing Education and Nursing Education team colleagues to identify the education needs of nurses and subsequently develop a hospital wide education plan.
- Supports the professional development of members of the Nursing Education team or those in similar roles.
- Designs and implements continuing professional development education that promotes excellence in paediatric nursing practice.
- Represents nursing on hospital wide committees, working groups and initiatives.
- Fosters a culture of learning by acting as a positive role model for all staff in areas of professional development.
- Collaborates with Nurse Unit Managers on practice and performance issues, escalating as appropriate to Director, Nursing Education (or applicable Director).
- Promotes excellence in nursing practice through professional leadership, role modelling, and the implementation of and education surrounding evidence-based practices.
- Provides clinical leadership through expert teaching, guidance and support of participants who engage with Nursing Education.
- Provides professional education leadership within a team of nurses working in an education role.
- Supports the professional development of nurses working in education roles through the facilitation of annual performance reviews.
- Attendance and participation in clinical supervision as a formal process of reflective practice and support to enable ongoing professional development.

### Education

- Demonstrates advanced strategic thinking skills when developing, implementing and evaluating education initiatives.
- Coordinates administrative & educational requirements of programmes, study days and/or activities.
- Leads the coordination of curriculum review and development in conjunction with key stakeholders.
- Coordinates and/or teaches theoretical and practical paediatric nursing education within programmes, study day and/or activities.
- Works with other colleagues to develop their capabilities & achieve competencies.
- Develops education and learning opportunities that support the introduction of new skills and technologies in clinical areas and contributes to hospital wide education programs.
- Supports and develops collaborative relationships with university partners, other paediatric centres and units to enhance learning and promote excellence in paediatric nursing practice.
- Provides opportunities for nurses to achieve clinically essential competencies and other organisational mandatory requirements.

- Demonstrates a commitment to own professional development, identifying opportunities for learning and creating a plan of action.

#### **Research**

- Promotes and encourages evidence-based practice and education.
- Promotes and initiates quality improvement activities such as audits, focus groups, evaluations and reviews.
- Provides support and participates (where appropriate) in unit-based research initiatives.
- Designs evaluation systems to assess the effectiveness of nursing education and learning activities.
- Works with the Nursing Education team and other nursing colleagues to monitor the quality of care delivered by program participants.

### **QUALIFICATIONS AND EXPERIENCE**

#### **Essential**

- Current registration as a Registered Nurse with the Nursing and Midwifery Board of Australia (NMBA) administered through the Australian Health Practitioner Regulation Agency (APHRA)
- Demonstrated commitment to ongoing personal and professional development, as evidenced in a Continuing Professional Development (CPD) record/Professional Practice Portfolio.
- Post Graduate Certificate in Nursing, Education, Paediatrics or equivalent
- Demonstrated understanding and experience of adult learning principles.
- Experience working with learning management systems.
- Extensive acute paediatric clinical experience.
- Clinical Nurse Specialist or equivalent.
- Preceptorship experience and knowledge.
- Small or large group teaching experience.

#### **Desirable:**

- Project or program management experience

### **KEY SELECTION CRITERIA**

- Relevant clinical experience within a paediatric acute care setting.
- Proven experience in small group teaching and group presentations.
- Ability to lead, coordinate and facilitate clinical educational programs.
- Demonstrated skills in developing and evaluating educational programs.
- Excellent interpersonal skills.
- Demonstrated commitment to clinical education of others.
- Ability to motivate, support and encourage staff to further develop clinical and professional skills.
- Demonstrated commitment to evidence-based nursing practice and quality improvement.
- Demonstrated commitment to ongoing personal and professional development.
- Relevant computer skills.

### **OTHER REQUIREMENTS**

- Employees are required to undertake a National Criminal Record Check and a Working with Children Check prior to commencing employment.
- Employees are required to maintain a valid Working with Children's Check throughout their employment.
- A current, full driver's licence for the State of Victoria which is appropriate for the type of vehicle being driven, and comply with any restrictions on their licence (e.g., wearing glasses) while undertaking hospital duties (If applicable)

- Employees are required to maintain compliance with RCHs “Staff Immunisation - Prevention of Vaccine Preventable Diseases” procedure.

## IMPORTANT INFORMATION

All employees are required to adhere to the Royal Children’s Hospital Values:

- Curious - We are creative, playful and collaborative
- Courageous - We pursue our goals with determination, ambition and confidence
- Inclusive - We embrace diversity, communicate well, build connections and celebrate our successes together
- Kind - We are generous, warm and understanding

## RCH COMPACT

All new and existing employees commit to the RCH Compact to contribute to a strong and respectful culture

- We do better work caring for children and families when we also care for each other
- I bring a positive attitude to work – I share, I laugh, I enjoy other’s company
- I take responsibility for my behaviour and its impact on others
- I am curious and seek out ways to constantly learn and improve
- I celebrate the good stuff, the small stuff, the big stuff – it all matters
- I speak up when things aren’t right
- I value the many different roles it takes to deliver great patient care
- I actively listen because I want to understand others and make better decisions
- I am inclusive and value diversity
- When it comes to teamwork, I don’t hold back – I’m all in

## QUALITY, SAFETY AND IMPROVEMENT

RCH employees have a responsibility and accountability to contribute to the organisation’s commitment to Quality, Safety and Improvement by:

- Acting in accordance and complying with all relevant Safety and Quality policies and procedures
- Identifying risks, reporting and being actively involved in risk mitigation strategies
- Participating in and actively contributing to quality improvement programs
- Complying with the requirements of the National Safety & Quality Health Service Standards
- Complying with all relevant clinical and/or competency standards
- Complying with the principles of Patient and Family Centred Care that relate to this position

**The RCH is committed to a diverse and inclusive workforce. We encourage applications from Aboriginal and Torres Strait Islander people, people from culturally and/or linguistically diverse backgrounds, all members of the LGBTQI community and people with disability.**

Position description last updated

June 2025