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| JOB DESCRIPTION FORM: Clinical Educator |

Position title: Clinical Educator

Reports to: Senior Manager Workforce

Supervision of: Graduates and students

Award: ACCHS

Classification: Admin 6

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| **About Kimberley Aboriginal Medical Services:** |

KAMS (Kimberley Aboriginal Medical Services Ltd) is a regional Aboriginal Community Controlled Health Service (ACCHS), providing a collective voice and support for a network of member ACCHS from towns and remote communities across the Kimberley region of Western Australia.

KAMS was first established in 1986 as a cooperative between the Broome Regional Aboriginal Medical Service (BRAMS) and the East Kimberley Aboriginal Medical Service (EKAMS) now the Ord Valley Aboriginal Health Service (OVAHS) with membership expanding to Halls Creek health service committee and Fitzroy Crossing community representatives. These communities saw the benefit of sharing pooled resources and collective effort in the region

KAMS provides a wide range of services including: Financial and accounting; Regional population health programs; Social and Emotional Well Being Support; Health Promotion; Information Communication Technology Support; Corporate Services; Accredited health training and education and Research.

While the major role is in regional advocacy and support for member services, KAMS also provides comprehensive primary health care services in the remote communities of Beagle Bay, Bidyadanga, Balgo, Mulan and Billiluna. In 2014 KAMS established Kimberley Renal Services Pty Ltd to manage the provision of regional renal support and dialysis services in Broome, Derby, Kununurra and Fitzroy Crossing.

KAMS is a member of the Aboriginal Health Council of WA (AHCWA – [www.ahcwa.org](http://www.ahcwa.org)) and of the National Aboriginal Community Controlled Health Organisation (NACCHO – [www.naccho.org.au](http://www.naccho.org.au)).

**Our vision** is to:

Improve the health and wellbeing of Aboriginal people in the Kimberley.

We will achieve this vision by:

* Supporting our member services to be strong, independent and effective ACCHO’s
* Ensuring we provide quality preventative and primary healthcare services to communities we service
* Providing leadership and advocacy on Kimberley Aboriginal health issues
* Ensuring we are an effective, accountable and sustainable organisation
* Building a skilled and sustainable Kimberley Aboriginal health workforce

**Our mission** is to ensure:

We are managed and controlled by Kimberley Aboriginal people, are locally and nationally recognised as an effective advocate for the Kimberley Aboriginal health sector and provide and support the provision of effective holistic and culturally appropriate primary health care services for Kimberley Aboriginal people.

We define Aboriginal Health as:

Not just the physical wellbeing of an individual, but the social, emotional and cultural wellbeing of the whole community in which each individual is able to achieve their full potential as a human being, thereby bringing about the total wellbeing of their community. It is a whole of life view and includes the cyclical concept of life-death-life.

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**Staff may not smoke while in uniform or when they are acting in an official capacity off site. Smoking is prohibited in and around all buildings, vehicles and grounds.**

[www.kams.org.au](http://www.kams.org.au/)

**Kimberley Aboriginal Medical Services is a smoke-free organisation and smoking is prohibited in and around all buildings, vehicles and grounds.**

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| **Position Summary:** |

The Clinical Educator role will support the students enrolled in all KAMS Clinical programs. The Clinical Educator role includes supporting both student placements and a graduate program. The Clinical Educator role is designed to increase senior clinician support for both students and graduates and support service delivery. The role will be part of the Workforce Student Support team and will ensure a supported transition from education into the Clinical environment.

**Relationships**

**Internal**

* KAMS Workforce team
* KAMS Remotes
* KRS

**External**

* KAMS Members
* WACHS
* NIAA
* Other providers
* NACCHO
* AHCWA

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| **Duty Statement and Key Responsibilities:** |

**This position will undertake the following**

**Support the development and delivery of the student clinical placements**

* Visit students during their placements and maintain relationships with relevant Educational Providers
* Provide clinical assessment support to students during their placements
* Support the onboarding, induction, and field supervision of students
* Engage in other stakeholder engagement activities that assist in the successful delivery of the program.

**Support the field supervision of graduates**

* Provide task supervision, mentorship, and support to students and graduates when on Clinical placements
* Assist the graduate in applying education program knowledge to clinical practice in a culturally secure way through coaching and consultations
* Support graduates in the first 6 months of their work as an Aboriginal Health Practitioner

**Support clinical supervision of graduates and students**

* Provide clinical supervision to students and graduates at placement host organisations.
* Work with host organisation preceptors to ensure students are working to their required scope of practice according to the curriculum
* Work with students during placements on their workbooks and ensure they are up to date with all of their work placement assignments
* Conduct interviews with preceptors and colleagues to elicit feedback on the student’s progress.

**Design and deliver the Aboriginal Health Practitioner (AHP)graduate program**

* Together with the Senior Manager Workforce and the Team Leader Student Support Services design the AHP Graduate Program.
* Recruit graduates into the program
* Design the program’s educational content and facilitate learning challenges set by the educational program
* Co-facilitate tutorial style study groups as required
* Provide individual mentorship and support to graduates.

**Participate and support other Student activities and support service delivery at KAMS**

* Deliver and or Assess AHP Programs as required
* Participate in Advisory Groups as required
* Participate in RTO Community of Practice
* Participate in graduate program orientation and regular program content update meetings
* Participate in research and evaluation activities (e.g., focus groups)
* Participate in continuous improvement projects

**Please note that the duties outlined in this position description are not exhaustive, and only an indication of the work of the role. The organisation can direct you to carry out duties which it considers are within your level of skill, competence and training and scope of practice**

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| **Selection Criteria:** |

Demonstrated expertise in the following areas:

1. Relevant qualifications in any of the following disciplines; Aboriginal Health Practitioner, Diploma of Nursing, Bachelor of Nursing.
2. Proven ability and a minimum of 3 years experience in a senior clinical role
3. Ability to plan and implement structured supervision and foster a healthy learning environment.
4. Demonstrated organisational skills and excellent computer literacy in word processing, spreadsheets and secure patient records and client database systems.
5. Excellent interpersonal and communication skills (both oral and written)
6. Sound understanding and proven experience in ensuring Culturally Secure practices that support access and engagement for Aboriginal and Torres Strait Islander people.
7. Ability to maintain ethical conduct and confidentiality regarding students and staff.
8. Obtain and maintain National Police Clearance

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| **Certification:** |

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

KAMS CEO

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

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

Name of employee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Appointed: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_