



## Clinical Educator Job Description

<b>Area:</b>	<b>ALL Miwatj Health East Arnhem Region</b>
<b>Job Title:</b>	<b>Clinical Educator</b>
<b>Classification:</b>	<b>N4 or AHP5</b>
<b>Salary:</b>	<b>N4-N5 \$104,257~\$119,626 (Depending on experience) or AHP5 \$90,755~\$98,727 (Depending on experience)</b>
<b>Work Unit:</b>	<b>People Strategy Department</b>
<b>Reports to:</b>	<b>Manager, Learning and Development</b>
<b>Direct Reports:</b>	<b>Aboriginal Health Practitioner Trainees</b>
<b>Employment Conditions:</b>	<b>Miwatj Health Aboriginal Corporation EA 2018</b>

### OUR VALUES

**Compassion** care and respect for our clients and staff and pride in the results of our work

**Accountability** and transparency

**Cultural Integrity** and safety while recognizing cultural and individual differences

**Continual** capacity building of our organization and community

**Driven** by evidence-based practice

### Primary Objective

This position will plan, coordinate, facilitate and support Miwatj Health learning and workforce development initiatives and activities. The position will support both the study component and clinical placements of our Aboriginal Health Practitioner trainees, and professional development of Aboriginal Health Practitioners. The position will also provide or facilitate professional development where required of Remote Area Nurses.

### Staffing and budget responsibilities

The AHP Trainees across All Miwatj report directly to this position.

### Reporting Relationships

This position reports directly to the Manager, Learning and Development.

### Key Responsibilities:

1. Coordinate and support Aboriginal Health Practitioner trainees to achieve the Aboriginal Health Practitioner (AHP) qualification and AHPRA registration accordingly.
2. Ensure AHP trainees complete and understand learning outcomes and complete log books and assignments relevant to their training and to the required standard.
3. Facilitate AHP trainee and AHP graduate acquisition of clinical skills under appropriate and relevant supervision.
4. Coordinate and support other Aboriginal trainee positions.
5. Coordinate and support Miwatj Health learning and development needs as identified by service delivery priorities and requirements.
6. Ensure compliance with Miwatj Health contracted RTOs and other learning and development provider course requirements and assessments, including regularly evaluating course and assessment progress.

7. Maintain a record of all Miwatj Health learning and development activities, and other source learning and development activities, including professional development activities.
8. Provide administrative support and perform administrative tasks on workforce learning and development initiatives, activities and strategies the drafting of learning and development documents.
9. Design and develop learning materials that address identified needs and meet national competency standards.
10. Evaluate and modify existing learning materials to be culturally acceptable.
11. Plan and deliver structured in-service professional development for the purpose of up skilling Nurses, Aboriginal Community Health Workers and AHPs.

#### **Qualifications/Professional registration/other requirements**

1. Registered AHP or RN.
2. Graduate qualifications or equivalent in Clinical Education, Education and/or Cert IV Training and Assessment.

#### **Selection Criteria**

##### **Essential minimum requirements:**

1. Current registration with unrestricted licence to practice in the NT as an AHP or RN.
2. 3 or more years' experience as a remote practitioner.
3. Demonstrated experience working in the Aboriginal Community Controlled Health sector.
4. Experience as a Clinical Educator, educator and / or in the planning, coordination, facilitation and support of workforce learning and development initiatives, activities and strategies.
5. Demonstrated ability to develop, deliver and evaluate training and development programs.
6. Demonstrated ability to use Microsoft Office applications, particularly Word, Outlook and Excel.
7. Demonstrated ability to produce quality business documents and reports.
8. Sound knowledge and understanding of the role of Aboriginal Health Practitioners.
9. Demonstrated understanding of Aboriginal workforce training and development issues in an NT context.

##### **Desirable**

1. Ability to speak an Aboriginal language from the region and/or knowledge of traditional kinship systems operating in the region.

#### **Delegation Authority / Other Functions**

##### **ONLY IF APPLICABLE**

Delegations are attached to positions rather than occupants of positions. Delegations are to be exercised within the framework of MHAC policies and guidelines. Tables of delegates and delegations will be accessible on MHAC's internal information systems, together with associated policies.

If a delegate is found to have exercised a delegation improperly, he or she may be subject to discipline and the delegation(s) revoked.

The applicant will be required to hold a current Working with Children Clearance notice and undergo a criminal history check. A criminal history will not exclude an applicant from this position unless it is a relevant criminal history.

#### **Acceptance of Responsibilities**

I have read the requirements and responsibilities outlined in this position description, MHAC Code of Conduct and Employment Terms and Conditions and agree to meet and adhere to these and have my performance monitored and evaluated in relation to my performance in the role as detailed throughout this document.

Name:		
	(Employee)	(Manager)

Signed:		
Date:		

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