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| **POSITION DESCRIPTION** | |
| **Position Title:** | Learning & Development Specialist – Residential Aged Care |
| **Employment Status:** | Fulltime |
| **Reports To:** | Learning & Development Lead |
| **Department:** | Organisational Development |
| **Direct Reports:** | N/A |
| **Key Relationships:** | **Internal:** Learning & Development (L&D) team; Governance, Risk & Assurance (GRA): Research & Innovation/Assurance & Risk Teams  Residential Aged Care & Retirement Villages (RAC&RV) management group; Senior leaders, managers, staff, volunteers |
| **External:** Residents and families; Government departments; Australian Aged Care Quality Agency in relation to professional development practices |

**Organisational Context**

For 140 years, we have been providing a broad range of diverse services for our clients and community in areas of aged care, disability services, children and families support and mental health and wellbeing programs.

Employing 2700 people and supported by 400 volunteers, we operate in a competitive environment undergoing significant industry reforms.

**Position Statement/Overall Purpose**

This is a new L&D Specialist role, responsible for providing advanced leadership in the provision of education programs and resources that build clinical and professional expertise and capability within the RAC & RV workforce.

The L&D Specialist – RAC is a Registered Nurse who is recognised as an advanced level practitioner with expertise in translating skills, knowledge and evidence into nursing capability of caring for aged care residents. This role recognises and achieves effective care staff education through the application of a contemporary adult learning framework within the aged care environment.

The L&D Specialist – RAC works closely with the L&D team, GRA (Research & Innovation, Assurance & Risk teams), the Care Systems Trainer – Clinical, and the RAC & RV management group.

**Key Accountabilities**

1. **Development of care and clinical practice**

Provide care and clinical leadership and contribute to the development of clinical practice at an advanced level by:

* Planning, designing, delivering and evaluating L&D programs, courses, content, materials and resources covering the full spectrum of L&D needs (mandatory training, core competency training, onboarding, practice standards implementation) in line with Anglicare’s best practice L&D framework
* Rapidly profile existing care and clinical skills, capabilities and identify key learning needs within clinical environments to develop in partnership with clinical practice leaders, strategies for learning programs to address identified gaps
* Contributing to positive resident and client outcomes by providing advanced educational leadership in clinical and professional knowledge and skills within the context of practice development.
* Applying advanced care and clinical leadership skills to contribute to and promote a shared vision that leads practice change by promoting quality system improvement and utilise change management initiatives to meet relevant clinical governance, professional and practice standards.
* Modelling active engagement in professional development and a culture of learning by supporting and mentoring colleagues.
* Providing training to meet obligations in relation to government, industry and organisational compliance requirements

1. **Services partnership for operational delivery**

* Provide the full suite of L&D services that are structured, integrated and operationally focussed to Service partners in alignment with Anglicare’sStrategic Workforce Plan, Capability Strategy and best practice L&D and Care frameworks.
* Collaborate with the GRA team to proactively support and lead innovation, quality initiatives, research activities and professional practice development to promote positive client outcomes.
* Ensure regular reporting and insights for Services to maintain high return on investment (ROI) and to ensure planned offerings meet Service needs and objectives with provision of feedback to the GRA Department (for model review and standards application).
* Work with stakeholders to ensure the learning offering is well communicated and understood by leaders and employees.

*NB. Other duties may be assigned from time to time.*

**Key Expected Outcomes**

* Delivery of structured front-line training and development (services, solutions, activities) across the full suite of needs (mandatory to practice standards)
* High quality, structured program delivery to achieve sustainable on-the-job training
* Effective development activity is undertaken in line with the integrated clinical and care governance system
* Delivery supports best practice and policy for consistent application
* Stakeholders report they are supported by best practice L&D (systems, processes, practices) for role/task effectiveness
* L&D service/s positively contributes to client outcomes, employee engagement, Service capability, and the Anglicare brand
* Productive collegiate relationships and internal partnerships.

**Key Skills, Experience & Qualifications**

* Extensive and relevant clinical/education experience relevant to the portfolio area (Aged Care) with a minimum of five years experience at an advanced practitioner level
* Extensive knowledge and experience in current clincial practice for older persons and application of aged care accreditation standards and legislation
* Significant experience across the full suite of L&D design and delivery methodologies including face-to-face, digital, experiental, simulations, social learning, content curation, blended and micro learning
* Highly experienced in the implementation of capability and practice frameworks through L&D activities including evaluation methodologies
* Significant experience in advising, coaching and mentoring staff and managers in L&D
* Able to develop highly effective working relationships by building credibility, respect and rapport with internal stakeholders and external networks
* A relevant tertiary qualification (Degree in Nursing) and current registration with AHPRA
* Post graduate qualifications and clinical specialisation in either Dementia and/or Palliative Care
* Post graduate qualifications in Adult Education or similar (desired)
* Certificate IV in Training and Assessment (desired)

**Delegation of Authority**

* In accordance with the Delegations of Authority Policy.

**Other Position Requirements**

* Current National Police Certificate
* Current Queensland Driver Licence with own reliable vehicle and ability to travel as required to designated service delivery areas across Queensland
* Current Blue Card (Working with Children) with Yellow Card exemption