

Position Description

Position Title	Clinical Nurse Educator
Position Number	30026074
Division	People and Culture
Department	Learning, Education and Development
Enterprise Agreement	Nurses And Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2024-2028
Classification Description	Educator Major
Classification Code	RN35
Reports to	Manager Nursing & Midwifery Education Learning, Education and Development
Management Level	Non Management
Staff Capability Statement	Please click here for a link to staff capabilities statement
Mandatory Requirements	<ul style="list-style-type: none"> • National Police Record Check • Registration with Professional Regulatory Body or relevant Professional Association • Drivers Licence • Immunisation Requirements

Bendigo Health

Bendigo Health is a leading regional health service, learn more about us by visiting our website: [Bendigo Health Website - About Bendigo Health](#)

Our organisation is a child safe organisation, committed to the safety and wellbeing of all children and young people. All Aboriginal and Torres Strait Islander adults, children and families will be supported to express and be proud of their culture in an environment that is culturally safe and supported.

Our Vision

Excellent Care. Every Person. Every Time.

Our Values

CARING – We care for our community,

PASSIONATE – We are passionate about doing our best,

TRUSTWORTHY - We are open, honest and respectful

The Position

All staff at Bendigo Health should have, or aspire to the personal qualities, knowledge and skills as described in the Bendigo Health Staff Capabilities Statement. Refer to link at top of page.

As part of Learning, Education and Development within People and Culture, the Clinical Nurse Educator - Day Surgery (DOSA)/Medical Imaging/ Patient services/ Specialist clinics/ Discharge Lounge role coordinates and leads learning and development opportunities for nurses within these wards as well as across Bendigo Health and to a lesser extent, regional partners. They provide clinical support to undergraduate nursing students, graduate nurses and new and less experienced staff in Day Surgery (DOSA), Medical Imaging, Patient Services, Specialist clinics and Discharge lounge as well as working as part of a team flexing to support other Clinical Nurse Educators in Theatre/Anaesthetics/Recovery as required.

Responsibilities and Accountabilities

In undertaking the role, the Clinical Nurse Educator:

- liaises with nurse leaders to identify learning and development needs
- works closely with other members of the nursing and midwifery education team, inter-professional partners and external education providers to share knowledge and resources, reduce duplication, and enable continuous improvement in clinical learning and development.
- works with undergraduate nursing students, graduate nurses, and newly appointed or less experienced nurses, enabling ongoing development of clinical competence
- provides support to nurses who are supervising undergraduate nursing students, graduate nurses, and newly appointed or less experienced nurses
- acts as a conduit between undergraduate nursing students, the clinical placements team and education providers

Key Responsibilities

- Coordinate Day Surgery (DOSA)/Medical Imaging/ Patient services/ Specialist clinics/ Discharge Lounge education portfolios and others as directed
- Maintain & develop education resources such as Clinical Practice Tools, in-service templates, equipment, Novice to Expert Trajectories, GOLD modules and others as directed
- Undertake training needs analysis to identify learning and development needs
- In collaboration with key stakeholders and other educators contribute to the design, development, implementation and evaluation of nursing and inter-professional learning opportunities
- programs that contribute to post graduate qualifications
- programs and processes that enable expansion of scope of practice and professional development for nurses and midwives
- other learning resources
- Support managers in provision of effective in-service nursing education and department specific professional development
- Act as a support for nurses undertaking post graduate studies in acute, subacute and community services
- Contribute to nursing education for nurses across the Loddon Mallee region
- Incorporate best practice into learning and development opportunities
- Assist in the orientation of undergraduate, graduate and newly appointed nurses
- Provide clinical support to undergraduate, graduate and newly appointed and less experienced nurses, prioritising support to cohort and area with greatest development needs
- Develop and implement learning plans with undergraduate nursing students who are failing to meet expectations
- Conduct assessments of undergraduate nursing students
- Build capacity in department-based nurses to provide support and conduct assessments of undergraduate nursing students

- In collaboration with Managers contribute to the development and implementation of learning plans for graduate nurses and newly appointed or less experienced nurses who require specific guidance
- Provide support in clinical areas as directed during times of escalation
- Contribute to the review and development of resources that facilitate the development of competence for undergraduate, graduate and newly appointed and less experienced nurses
- Demonstrate accountability for own professional development
- Act as a mentor and role model
- Represent nursing education on relevant committees and working groups

Key Selection Criteria

Essential

1. Knowledge and clinical skill in Day Surgery (DOSA)/Medical Imaging/ Patient services/ Specialist clinics/ Discharge related contemporary evidence-based practice
2. Expertise in design, development, implementation and evaluation of learning and development programs, including knowledge of processes to undertake training needs analyses and the design and implementation of learning plans
3. Ability to introduce new concepts through innovation, influencing, negotiating and persuasion skills, including the engagement of key stakeholders in decision making
4. Extensive knowledge of clinical support models and ability to apply contemporary learning and development principles in clinical environments
5. Ability to undertake assessments and provide effective verbal and written feedback
6. Ability to work as part of a team, as well as to work independently – with a personal approach which is positive, enthusiastic, friendly and helpful
7. Post graduate qualification or Certificate IV Training and Assessment or equivalent expertise and professional registration with AHPRA as a registered nurse without conditions

Desirable

8. Demonstrated commitment to ongoing professional development of self with a willingness and ability to learn
9. High level of self-confidence and ability to interact and communicate with a diverse range of people at all levels
10. Flexibility to operate in an environment of change and continuous improvement.

Generic Responsibilities

All Bendigo Health staff are required to:

- Adhere to the Victorian Government's Code of Conduct
- Uphold Occupational Health and Safety responsibilities, including self-care, safeguarding others, and participating in safety initiatives and reporting.
- Comply with all Bendigo Health policies and procedures, including those related to clinical, managerial, and standard work practices.
- Follow Infection Control procedures to prevent cross-contamination and ensure the health and safety of all.
- Maintain strict confidentiality regarding all organisational, patient, and staff information.

- Engage in continuous quality improvement activities aligned with the National Safety and Quality Health Service Standards (NSQHSS).
- Recognise and respect diversity, fostering inclusive practices in the workplace and service delivery.
- Staff must carry out all lawful and reasonable directions and comply with relevant professional standards and ethical codes.
- Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Bendigo Health.
- Maintain ability to perform the inherent requirements of this role. Inherent requirements are the essential tasks necessary to perform this role, including reasonable adjustments. Bendigo Health is committed to a safe workplace that supports all employees. The role may require specific physical and cognitive abilities, which can be discussed with the manager during recruitment or at any time. We understand that personal circumstances can change and impact your ability to meet these requirements; additional policies are available to guide you through this process. Please request the relevant procedures for more information.

All Bendigo Health sites, workplaces and vehicles are smoke free.

This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Bendigo Health's discretion and activities may be added, removed or amended at any time.