



Australian Nursing Federation (TAS Branch)

Educator

Position	Educator
Award	Nurses (Tasmanian Public Sector) Award
Classification	Registered Nurse (Permanent Part-Time)
Level	Dependent on Qualifications and Experience

Position summary:

The Educator position will be innovative in the provision of quality professional development and training that supports the effective sustainable delivery of health education and achieve optimal health outcomes across Tasmania.

The Educator will be accountable for the development, delivery and assessment of education/training programs provided by the ANF (Tas Branch) under the auspice of (ANMF SA Branch) as a Registered Training Organisation. The incumbent will also be responsible for contribution to and compliance with relevant standards, policies and procedures that relate to recognised training.

Accountability and reporting:

The Educator will be accountable to the Nursing Education Manager, Australian Nursing Federation (Tas) Education Centre .

Duties and responsibilities:1. *Development and delivery of training*

- The Educator will contribute to and undertake delegated aspects of the development of training programs, modules, lesson plans and other training sessions for courses offered by the ANF (Tas Branch).
- The Educator will carry a direct training/teaching load as delegated.
- The Educator will ensure that, in development and delivery of training, use is made of technology and techniques that provide for variety in the manner in which training and education is provided.
- They will identify any learning opportunities for members.
- Will carry out training delivery at varying sites for clinical placements

2. *Assessment*

The Educator will assist in development of appropriate assessment tools and processes relevant to the training sessions, in accordance with the relevant Training package requirements and within the standards, policies and procedures established for use within the Education Centre.

3. *Quality improvement*

The Educator will contribute to the quality improvement/ assurance processes and AQTF standards through compliance with policies and procedures, contributing to quality audits and reviews, participating in performance review, development and implementation of evaluation tools relevant to courses and training delivered.

4. *Development of the Education Centre*

The Educator will contribute to the development of the Education Centre through such measures as participation in strategic planning processes and contributing to processes aimed at identifying future skill/training needs of the nursing industry.

5. *Promotion and recruitment*

The Educator will undertake their role in a manner that promotes the ANF both as a training organisation and as a professional and industrial organisation for employees engaged in the nursing industry.

6. *Other duties*

The Educator will undertake other duties delegated to them that are consistent with the roles described above and their qualifications and experience.

Communication and internal structures

The Educator participates in and contributes to:

- Education staff meetings and planning forums;
- The development of formal reports to the Council through the provision of relevant information and reports to the Nursing Education Manager;
- The development of targets and plans relevant to education and training of members;
- Branch newsletters and journals through the submission of draft articles and bulletins of matters of interest to members, as required.

Performance review will take place:

- Following a period of 3 months employment;
- Following a period of 6 months employment, (after which permanent employment can be offered); and
- Annual periods thereafter.

Essential Criteria

The Educator will:

- Be a Registered Nurse with current APC with the Australian Nursing and Midwifery Board of Australia
- Hold or are prepared to obtain a Certificate IV in Training and Assessment or higher qualification;
- Have recent experience in an area of practice relevant to training to be provided;
- Plan, develop, deliver and evaluate programs;
- Have a capacity to work in an autonomous and self directed manner within a small team;
- Have well developed written and verbal communication skills;
- Have a capacity to promote the ANF through their conduct and delivery of education/training programs in a manner that will contribute to recruitment and retention of members;
- Have an understanding of, and capacity to use and develop the use of, relevant technology to assist in the delivery of education and training;
- Have sound problem solving, time management and negotiation/advocacy skills;
- Have the skills and attributes necessary to promote the ANF and the value of membership;
- Have a commitment to their own ongoing professional development and education;
- Hold a current drivers licence.

Desirable

- Have worked in and/or strong education background in Aged Care

Special conditions

The Educator will be employed in accordance with the ANF (Tas Branch) staff Terms and Conditions of Employment.

Some courses will be offered in the evenings and there may be a requirement to supervise placements on weekends and out of hours. These requirements will be negotiated with staff ahead of time.

It is an expectation that the Educator will undertake a reasonable level of preparation and assessment/marking activities associated with the training delivered. This has been taken into account in setting the classification rate for the role.