

Position Description

Position title	Director Nursing Education
Department / Division	Nursing Services/ Office of the Chief Nurse
Classification	Principal Educator – ZG1 (QRED 5A)
Position reports to	Executive Director Nursing Services / Chief Nursing Officer
No. of direct & indirect reports	N/A
Location	The Royal Children's Hospital, Flemington Road, Parkville
Risk category	Category B – intermittently in direct contact with patients

The Royal Children's Hospital
<p>The Royal Children's Hospital's (RCH) vision is A world where all kids thrive.</p> <p>RCH is located within the Melbourne Biomedical Precinct, with more than 45 world-class biomedical organisations and more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region for health, education, research, and training. Within this, RCH is also a cornerstone member of the Melbourne Children's Campus, partnering with Murdoch Children's Research Institute, The University of Melbourne Department of Paediatrics and The Royal Children's Hospital Foundation. Each organisation contributes to a paediatric academic health centre which is greater than the sum of its parts.</p> <p>RCH has cared for the children and young people of Victoria for more than 150 years since it was founded in 1870. A full range of paediatric and adolescent health services are provided plus tertiary and quaternary care for the most critically ill and medically complex patients in Victoria, Tasmania, southern NSW and other states around Australia and overseas. The RCH is the only provider of heart transplant services and CAR T-cell therapy for paediatrics in Australia. RCH is an effective advocate for patients and their families with a particular focus on vulnerable children and increasingly, mental health in young people. The hospital also supports many health promotion and prevention programs. The Hospital has more than 6,000 staff, a budget of \$850M, 12 wards and 350 beds. Annually, the RCH has 300,000+ Specialist Clinic appointments, 90,000+ Emergency Department presentations and 20,000 elective surgeries.</p> <p>We work collaboratively with hospitals to deliver the right care, in the right place, at the right time. The RCH is committed to the Child Safe Standards https://www.rch.org.au/quality/child-safety/.</p> <p>RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.</p> <p>Further information on RCH is available at www.rch.org.au</p>

ROLE CONTEXT
<p>The Director of Nursing Education is a senior leadership role working in close collaboration with the Chief Nursing Officer to provide strategic leadership for nursing education at the RCH. The role will extend broadly to strengthen collaborative relationships with key internal and external partners, champion interprofessional practice and learning and drive innovation aligned to the RCH strategic objective of a leading academic health service.</p>

The RCH Nursing Education team supports the 2500+ nursing workforce from clinical support of entry-to practice nursing students (> 12,000 placement days per year), early career nurses in their first two years of practice (> 180 positions), clinical and academic support for nurses specialising and completing post-graduate studies (> 50 per year). In addition, the Nursing Education team supports the ongoing professional development of the broader nursing workforce through a range of educational methods and learning frameworks.

ROLE PURPOSE

The Director of Nursing Education has accountability for the performance of the Nursing Education service to ensure; delivery of high quality contemporary and innovative education, mitigation of clinical risk and excellence in nursing practice, a high functioning and efficient education team, translation to practice of new and emerging evidenced-based research, innovation in learning design and delivery, and support for workforce planning to progress career pathways which secure and optimise top of scope nursing practice.

The Director will promote and support inter-professional collaboration and learning through building effective and productive working relationships across disciplines, strengthening key internal and external partnerships and through the provision of innovative best practice learning solutions.

KEY ACCOUNTABILITIES

Leadership

- Lead the development of the Nursing Education strategic plan, ensuring alignment with the RCH organisational strategic plan and operational excellence frameworks.
- Lead the development of a high performance team to deliver an efficient, effective and high quality nursing education service at RCH.
- Promote and lead a culture of continuous improvement and lifelong learning.
- Apply strategic vision in the design and delivery of the portfolio to identify and address immediate performance gaps and future service and workforce requirements.
- Lead and foster collaborative and productive partnerships with all key internal and external partners and stakeholders, including the RCH campus partners, and across the state-wide paediatric and mental health networks.
- Engage and partner with the Chief Nursing Officer to contribute to and represent nursing education at the RCH Nursing Professional Council and with key initiatives as defined within the Nursing 3-year Roadmap.
- Disseminate the RCH nursing education initiatives and research programs through publication, conference presentations and key forums with state and national partners.
- Delegate for the Chief Nursing Officer at state and national committees and advisories, as requested.
- Role model the RCH values and behaviours consistent with the RCH Compact.

Education

- Apply and promote contemporary educational research and best practice andragogy.
- Collaborate extensively and explore innovative and creative methods of integrating practice development to support and enhance clinical practice standards.
- Contribute to the planning, development and implementation of the organisation-wide Learning strategy and capability framework with appropriate measures, ensuring accessibility of learning opportunities across a diverse and highly specialised workforce.

- Lead the program design and implementation of nursing learning programs, as applicable to RCH wide programs, student programs and bulk intakes.
- Evaluate outcomes of education programs and interventions to continuously enhance quality and assess the impact of learning.
- Coordinate best practice recruitment of early career nurses and postgraduate specialist nurses.
- Partner in the coordinate of the nursing scholarship and continuing professional development grant processes, as funded by the RCH Foundation.
- Lead the development, implementation and critical appraisal of educational programs through a collaborative process.
- Coordinate, support and monitor the delivery of flexible learning and teaching opportunities that promote adult learning principles, optimise clinical outcomes, capitalise on inter-professional opportunities and foster reflective leadership practice.

Quality and Safety

- Collaborate to align nursing scope of practice and career pathways with educational resource and support.
- Work collaboratively with the Quality team, senior leaders and Nurse Unit Managers in supporting practice capability and the implementation of recommendations that focus on high quality care and excellent patient outcomes.
- Promote engagement with the RCH quality and safety systems, effective reviews and audits and the achievement of identified safety and quality KPIs.
- Lead organisational achievement of the National Safety and Quality Health Service Standards for the Nursing Education department and related key actions across all standards.
- Align learning priorities and programs in accordance with legislative, regulatory, technology, consumer and social changes - making appropriate recommendations for changes, as relevant to educational resources and practice.
- Represent the Nursing Education department on key hospital committees and key projects within the Division of Nursing Services, and as delegated by the Chief Nursing Officer.

People

- Actively inspire a shared vision, model a values-based approach, and create a culture in which new ways of working are encouraged and enabled.
- Lead and promote a high-performance environment with active learning through coaching and team collaboration.
- Empower and mentor staff professional development, performance appraisal and goal setting, team building, leave management and work redesign to deliver high quality education services and programs.
- Develop and monitor processes to measure and ensure educator resources are utilised in a timely and efficient manner.
- Build team capability and resilience, authorise and enable a culture of curiosity and creativity to adapt to work in a dynamic environment.
- Ensure clarity and accountabilities within teams, act to remove barriers that have the potential to impact success and celebrate excellence.
- Create and sustain an optimal, proactive workplace safety culture that enables psychological and physical safety.
- Ensure all employees in the Nursing education team have completed mandatory e-learning training, and support initiatives to drive engagement more broadly across the RCH.
- Manage compliance and delegated authority and conflict of interest obligations of staff.
- Ensure the nursing education team, and nurses within formal learning programs under the auspice of the Nursing Education service, adhere to the Nursing Midwifery Board of Australia (NMBA) practice standards and

professional codes of conduct and monitor currency related to registration, credentialing and scope of practice.

- Collaboratively engage with staff and relevant external groups to manage industrial issues that arise, including implementation of new Enterprise Bargaining Agreements and change impact processes with workforce implications.
- Coordinate and manage staff recruitment, talent identification and performance development of the education team.

Sustainability

- Development and implementation of financial strategies and actions that will ensure budgetary targets and key performance indicators are met, ensuring financial responsibility and accountability of the Nursing Education service.
- Development of processes, practices and systems that facilitate the collection and access to data of strategic significance, the creation of business intelligence with identification and visibility of emerging trends.
- Prepare performance related reports that enable evidence-based decision making.
- Contribute to the review, development and implementation of organisational policies and procedures and nursing guidelines, to ensure they are embedded in practice across RCH.
- In partnership with the Chief Nursing Officer, provide leadership, support, and advice in the preparation of strategically focused business cases and grant applications for the RCH Foundation.
- Ensure Business Continuity Plans are in place and manage responses effectively.

QUALIFICATIONS AND EXPERIENCE

Essential:

- Current registration as a Registered Nurse with the Nursing and Midwifery Board of Australia (NMBA) administered through the Australian Practitioner Regulation Agency (AHPRA)
- Tertiary and postgraduate qualifications in education, and/or related management – at Masters level.
- Demonstrated ability to conceptualise, develop and lead strategy implementation and large scale transformational change at an organisational level.

Desirable:

- Knowledge of health funding pertaining to nursing workforce, DH Training and Development grant
- Working knowledge and practice translation of the Best Practice Clinical Learning Environment framework.

KEY SELECTION CRITERIA

- Demonstrated strategic leader at a senior level.
- Demonstrated ability to inspire, manage and lead an education team across a complex multi-site tertiary health service.
- Demonstrated extensive experience in developing, implementing and evaluating clinical training and education programs.
- Demonstrated ability to foster productive and collaborative relationships with a broad range of stakeholders, including higher education partners, government agencies and professional bodies.
- Demonstrated ability to identify, promote and facilitate research programs and the translation to practice.
- Extensive experience and knowledge of adult teaching and learning theory, pedagogy, assessment and curriculum development.

- Demonstrated ability to work autonomously with excellent organisational, critical thinking, problem solving and prioritisation skills.
- Demonstrated experience and capacity to successfully manage a budget including a sound understanding of business and corporate performance and outcomes targets
- Demonstrated highly developed verbal communication skills to effectively manage, negotiate and interact constructively with stakeholders at all levels.
- Demonstrated high level written skills including experience in preparing government submissions, reports and presentations.

OTHER REQUIREMENTS

- Employees are required to undertake a National Criminal Record Check and a Working with Children Check prior to commencing employment
- Employees are required to maintain a valid Working with Children Check throughout their employment
- A current, full driver's licence for the State of Victoria which is appropriate for the type of vehicle being driven, and comply with any restrictions on their licence (e.g. wearing glasses) while undertaking hospital duties (If applicable)
- Employees are required to maintain compliance with RCHs "Staff Immunisation - Prevention of Vaccine Preventable Diseases" procedure.

IMPORTANT INFORMATION

All employees are required to adhere to the Royal Children's Hospital Values:

- Curious - We are creative, playful and collaborative
- Courageous - We pursue our goals with determination, ambition and confidence
- Inclusive - We embrace diversity, communicate well, build connections and celebrate our successes together
- Kind - We are generous, warm and understanding

RCH COMPACT

All new and existing employees commit to the RCH Compact to contribute to a strong and respectful culture.

- We do better work caring for children and families when we also care for each other
- I bring a positive attitude to work – I share, I laugh, I enjoy other's company
- I take responsibility for my behaviour and its impact on others
- I am curious and seek out ways to constantly learn and improve
- I celebrate the good stuff, the small stuff, the big stuff – it all matters
- I speak up when things aren't right
- I value the many different roles it takes to deliver great patient care
- I actively listen because I want to understand others and make better decisions
- I am inclusive and value diversity
- When it comes to teamwork, I don't hold back – I'm all in

QUALITY, SAFETY AND IMPROVEMENT



RCH employees have a responsibility and accountability to contribute to the organisation's commitment to Quality, Safety and Improvement by:

- Acting in accordance and complying with all relevant Safety and Quality policies and procedures
- Identifying risks, reporting and being actively involved in risk mitigation strategies
- Participating in and actively contributing to quality improvement programs
- Complying with the requirements of the National Safety & Quality Health Service Standards
- Complying with all relevant clinical and/or competency standards
- Complying with the principles of Patient and Family Centred Care that relate to this position

The RCH is committed to a diverse and inclusive workforce. We encourage applications from Aboriginal and Torres Strait Islander people, people from culturally and/or linguistically diverse backgrounds, all members of the LGBTQI community and people with disability.

Position description last updated	November 2024
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