

Position Description

Position Title:	Clinical Nurse Educator
Direct Reports:	NIL
Location:	Waipuna Hospice
Date:	July 2023
Reporting To:	Nurse Educator Lead
Hours:	0.8 FTE (64 hours per fortnight)

POSITION OBJECTIVE

The Clinical Nurse Educator is responsible for identifying and addressing the clinical education needs of Waipuna Hospice nursing and clinical staff, supporting the development of confidence, competence, and progression toward specialist palliative care practice. The role contributes to the planning, delivery, and evaluation of palliative care education across the organisation, leads mandatory and orientation training, and supports education delivery to external healthcare providers. As a member of the senior nursing and clinical leadership community, the Clinical Nurse Educator also contributes to strategic direction and nursing workforce development for Waipuna Hospice.

KEY ACCOUNTABILITIES

Professional responsibility/ Internal Education

- Role models optimal standards of professional nursing practice and acts as a resource providing expert advice and education to nursing staff and other health care professionals / family / whanau within scope of speciality practice
- Works collaboratively with the NE and Clinical Managers to identify, support, plan and develop nursing education programmes and opportunities responsive to current and future learning and in line with the Waipuna Hospice strategic direction.
- Ensures all nursing staff are up to date with core competencies and mandatory training
- Supports the development of nursing staff in all areas of nursing practice, clinical examination and planning, implementing, delegating and evaluating care
- Work alongside individual nurses, where indicated, to identify learning needs and create development plans that support a link between performance and development
- Demonstrates and role models collaborative and holistic practice and care
- Ensures new clinical employees are orientated to their education needs and supported during their induction to Waipuna Hospice as per specific orientation programs
- Works in collaboration with the NE and other relevant parties to develop the annual internal education calendar and programme
- Assists in the review and evaluation of education programs to ensure they remain current and reflecting best practice

50%

<ul style="list-style-type: none"> • Works with the NE and Nurse Managers (NM) and allocated preceptor to support the Development Nurse throughout their 12-month program • Works with the NE, Director of Nursing (DON), NM and local tertiary institutions to coordinate undergraduate nurses' clinical placements. • Works with the NE and identified preceptors to support undergraduate nursing students • Works with the Education Administrator (EA) to maintain a database for competency programs • Works with the NE and Infection Prevention and Control (IPC) nurse to ensure staff maintain PPE Donning/Doffing Competencies and are supported with N95 mask fit testing. • Work with the NE and EA to develop and implement new methods of delivering education and training, including online learning packages and support resources. • Contributes to monthly and annual education reports • Understands and promote ethical, cultural and statutory requirements through education programmes <p><u>Culture and Diversity (applies to both internal and external education)</u></p> <ul style="list-style-type: none"> • Shows sensitivity to cultural complexity in our workforce and throughout delivery of education, and a high level of cultural competency both in the workplace and with consumer and whanau populations of diversity. • Demonstrate understanding and apply Te Whare Tapa Wha (the four cornerstones of health), te taha wairua (spiritual aspects), te taha hinengaro (mental and emotional aspects), te taha whanau (family and community aspects) and te taha tinana (physical aspects) to practice. • Guide others in practice that is consistent with person/whanau centred care and the principles of Te Tiriti O Waitangi 	
<p>External Education</p> <ul style="list-style-type: none"> • Actively promotes and assists the NE to deliver Hospice New Zealand courses, Caregiver/whanau education and any other external ad hoc study days • Assist the NE to review external education programmes to ensure they are up to date and reflect current best practice • Collaborate and engage with Hospice NZ Lead educator and other NZ Hospice educators • Assist the NE and EA to plan and develop the external education calendar 	20%
<p>Leadership</p> <ul style="list-style-type: none"> • Contribute to the development and implementation of a shared vision for nursing services at Waipuna Hospice • Actively collaborate with the Clinical Leadership Team, Infection Prevention and Control Nurse, Health and Safety Manager, Volunteer Coordinator and Senior Nursing Team members to ensure delivery of required education as per mandatory education requirements. • Organisational wide advocacy for professional development • Develop and maintain strong links and relationships with local, regional and national specialist palliative care providers and regularly engage with local professional networks. 	10%
<p>Relationship Management</p> <p>Create and maintain effective interpersonal and inter-professional relationships by:</p> <ul style="list-style-type: none"> • Keeping abreast of current evidence/best practice and national/international trends in Palliative Care • Networking with other Midland Region Hospice Educators, National Palliative Care Nurses organization and Hospice NZ • Networking with Te Whatu Ora Hauora a Toi Bay of Plenty, PHO, and Kaipapa Māori BOP Health Services 	10%
<p>Continuous Quality Improvement:</p> <ul style="list-style-type: none"> • Works towards implementing a proactive continuous quality improvement culture which reflects current trends, Quality Health New Zealand (QHNZ) certification and accreditation requirements and the Waipuna Hospice quality framework • Participates in auditing nursing quality standards, policies, procedures and guidelines and developing action plans 	10%

<ul style="list-style-type: none"> • Participate in the establishment and implementation of the WH education strategy, including the annual in-service program • Demonstrates commitment and actively promotes quality improvements, risk management and resource utilisation 	
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GENERAL RESPONSIBILITIES

<p>Quality, Health & Safety</p> <ul style="list-style-type: none"> • Contribute to maintaining a safe and hazard free work environment by proactively identifying and managing hazards • Carry out work in a healthy and safe manner encouraging and assisting others to work in the same way • Reporting and rectifying any unsafe workplace conditions/practices by cooperating, supporting and promoting health and safety actions and initiatives in the workplace • Understand and comply with the health and safety processes and procedures • Keep your knowledge of identified hazards up to date • Works towards implementing a proactive continuous quality improvement culture which reflects current trends and the Waipuna Hospice quality framework • Document policy reviews and quality improvement activities, ensuring opportunities for continuous improvement activities are captured as they arise.
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This job description is not regarded as exclusive or exhaustive, it is intended as an outline indication of the intended areas of activity and may be subject to change as the needs of the organisation change.

IMPORTANT WORKING RELATIONSHIPS

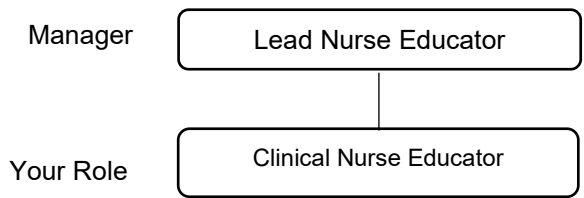
<p>Internal</p> <ul style="list-style-type: none"> • Nurse Educator Lead • Education Administrator • Director of Clinical Services • Director of Nursing • Nurse Managers • Family Support Team Manager • All Waipuna staff and volunteers • Clinical Leadership Team • Volunteer Coordinator • Health and Safety Manager • Infection Prevention and Control Nurse • PDRP Coordinator • Kaiwhakamaru (or equivalent) 	<p>External</p> <ul style="list-style-type: none"> • Other Hospice Educators • Hospice NZ Education Lead • Midland Region Hospice Educators • Community Based and Primary Health Care Providers • Hauora a Toi BOP Educators and Allied Health Education leaders • Aged Related Residential Care Services – Clinical Management and Staff • MND Regional Support Advisor • Other key stakeholders and health professionals, patients, family/whanau and caregivers • Tertiary Schools of Nursing • Te Whatu Ora Hauora a Toi Bay of Plenty, PHO, and Kaupapa Māori BOP Health Services
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PERSON PROFILE

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Current NZ practicing certificate . • Relevant Post Graduate qualification in Palliative Care (Diploma or Masters - completed or in progress) . 	<ul style="list-style-type: none"> • Nursing Council of NZ PDRP proficient level, or attainable within twelve months.
Experience	<ul style="list-style-type: none"> • Significant recent clinical experience with a minimum of 3 years working with palliative care patients and family/whanau in a specialist palliative care setting. 	<ul style="list-style-type: none"> • Active involvement in professional/other organisations. • Previous involvement in quality initiatives.

	<ul style="list-style-type: none"> • Competent with using information technology and digital services. 	<ul style="list-style-type: none"> • Experience in adult education/training . • Experience in presenting to groups.
Skills Knowledge Behaviour	<ul style="list-style-type: none"> • Current working knowledge of symptom management, interventions and clinical procedures and protocols related to palliative care • Upholds the Specialty Palliative Care Competencies for Registered Nurse as defined in the National Professional Development Framework for Palliative Care Nursing in Aotearoa New Zealand. • A commitment to delivering on our obligations under the principles of Te Tiriti o Waitangi. • Possesses a passion for education within the specialty of palliative care. • Excellent communication, critical thinking and leadership skills. • Sound Knowledge of Adult Teaching Principles. • Demonstrated ability to effectively utilize clinical information systems and IT associated with delivering education. • Evidence of mentoring, coaching and/or preceptorship of others to achieve development. • Advanced facilitation skills. • Effective organisational and time management skills. • Ability to manage multiple priorities. • Excellent skills in teamwork and the ability to collaborate across all areas of the organisation and with key stakeholders. • Visible energy and commitment to delivering results above expectations. • Demonstrates sensitivity and empathy to a broad range of cultures, needs and behaviours 	<ul style="list-style-type: none"> • Research skills. • Comprehensive understanding of continuous quality improvement concepts and methodologies and evidence of successful application of these in the practice settings. • Project Management skills. • Advanced presentation & facilitation skills.

REPORTING LINE



PROFESSIONAL STANDARDS OF WAIPUNA HOSPICE EMPLOYEES

The job holder accepts as a fundamental requirement of their employment that they must demonstrate a

personal commitment to modelling organisational values at all times and maintaining a safe healthy working environment and relationships, working in line with all legislation and organisational policies.

This includes engaging in an effective and meaningful partnership with tangata whenua. We are committed to developing our knowledge and understanding of te reo Māori, tikanga Māori, Mātauranga Māori and our partnership with tangata whenua.

OUR VISION | PURPOSE | VALUES



Our Vision:
A world where there is
compassionate end-of-
life care for all.



Our Purpose:
To champion equitable end-of-life
care for our communities

Our Values:

We are inclusive – Kotahitanga Everyone matters	We are courageous – Kia Mānawanui Be brave	We make it simple – Kia Ngāwari Make it easier	We are guardians – Kaitiakitanga Caring about today and tomorrow
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DECLARATION

I have read and understand this position description, and understand that the percentage allocated to key responsibilities is an indication only.

Further, I understand that I may be asked to perform other duties as reasonably required by the employer in accordance with the conditions of the position. This position description may evolve over time and may be amended by the employer following reasonable notice to me. I sign as confirmation of understanding and acceptance of the role and its key areas of accountability and expected outcomes and behaviours.

Employee's Signature: _____ **Date:** _____

Name: _____

Manager's Signature: _____ **Date:** _____

Name: _____