Position Title:	**Clinical Nurse Educator – Infection Prevention and Control**
Campus:	**Grampians Health Ballarat**
Directorate:	**Chief Nursing and Midwifery Officer**
Department:	**Infection Prevention and Control**
Reporting to:	**Director Infection Control Grampians Health**
Direct Reports:	**Nil**

Appointment Terms/Conditions:

Classification and Code:	**Clinical Nurse Educator –** RN35
Enterprise Agreement:	Nurses and Midwives (Victorian Public Sector) Single Interest Employer Agreement 2024–2028

ORGANISATIONAL INFORMATION

Grampians Health was established on 1 November 2021, bringing together Edenhope and District Memorial Hospital, Stawell Regional Health, Wimmera Health Care Group and Ballarat Health Services as one united health service. More information can be found at www.grampianshealth.org.au

Our purpose is to provide high quality and accessible health care services in each of the communities we serve. Grampians Health brings together services across Ballarat, Dimboola, Edenhope, Horsham and Stawell.

Collaboration	***Compassion***	***Accountability***	***Respect***	***Innovation***
We are stronger together.	*We show that we care.*	*We do what we say and say what we do.*	*We appreciate and value all people.*	*We adapt and innovate to achieve best outcomes.*
Recognising and utilising strengths to share knowledge, solve problems, build relationships and deliver the best outcomes possible.	All people deserve to be treated with compassion, kindness and empathy.	Openness, honesty and transparency support us to be courageous, take responsibility for our actions and follow through on our commitments	Our actions and words reflect our commitment to a safe and fair health service for all.	Every day, we apply expertise and integrity to make responsible choices, always striving for continuous improvement.

POSITION PURPOSE

The Clinical Nurse Educator – Infection Prevention and Control identifies and addresses the learning needs of staff at Grampians Health Ballarat to support safe, high-quality care and evidence-based infection prevention and control practice. The role aligns education with Grampians Health's purpose, values and current strategic and operational priorities.

The role coordinates all stages of the infection prevention and control education program: learning needs assessment, planning, development, promotion, implementation, delivery and evaluation. Working collaboratively with the Infection Prevention and Control team, clinical educators and managers, the educator provides accessible learning opportunities. The educator also provides point-of-care coaching and competency assessment within the role's scope. Evaluation includes assessing the impact of education on practice.

The role may undertake other infection prevention and control responsibilities that are reasonable, consistent with the employee's skills and scope of practice, and agreed with the reporting manager.

KEY ACCOUNTABILITIES

The Clinical Nurse Educator – Infection Prevention and Control will:

- Assess the IPC learning needs of Grampians Health Ballarat staff in consultation with relevant stakeholders, using audit findings, incidents, emerging risks, staff feedback and organisational priorities.
- Develop, implement and maintain an annual IPC education plan in consultation with the IPC team, clinical educators and managers. The plan will include agreed learning objectives, delivery schedules and evaluation measures.
- Deliver education through the Professional Development Program (PDP), orientation, ward-based sessions and other agreed forums, with frequency and delivery methods guided by the education plan and identified learning needs.
- Coordinate the requirements for the delivery of education at Grampians Health Ballarat, including:
    - Sourcing and liaising with presenters as required
    - Communicating with relevant stakeholders ensuring appropriate time and dates for sessions
    - Communicating with facilities ensuring appropriate venues for presentations
    - Promoting education sessions via SharePoint, email, and flyers.
- Align education with the National Safety and Quality Health Service (NSQHS) Standards, including the Preventing and Controlling Infections Standard, and the strengthened Aged Care Quality Standards where applicable to the services supported.
- Provide an inclusive, supportive learning environment using adult learning principles and varied teaching methods that respond to diverse learning needs.
- Develop, review and maintain evidence-based IPC education resources, including online and blended learning materials, consistent with approved organisational policies and procedures.
- Provide point-of-care education, coaching and clinical learning opportunities, and undertake competency assessments within the role's scope using agreed assessment tools.
- Communicate effectively including providing clear constructive feedback, offering support to individuals as required.
- Collaborate with managers, clinical educators and IPC colleagues to coordinate education, avoid duplication, communicate consistent messages and address identified learning gaps.
- Actively support an organisational culture that values learning.
- Maintain accurate education and competency records in approved organisational systems. Provide reports on participation, learning gaps and education outcomes to the reporting manager and relevant governance forums.
- Develop and implement evaluations that assess learning, participant feedback and changes in clinical practice. Use the findings to improve the education program.
- Work across Grampians Health campuses, collaborating with IPC colleagues, clinical educators and relevant stakeholders to share resources and expertise, support consistent IPC education and practice, and contribute to coordinated organisation-wide learning initiatives.

KEY SELECTION CRITERIA

Qualifications and experience

Essential Attributes

- Current registration as a Registered Nurse with the Nursing and Midwifery Board of Australia through the Australian Health Practitioner Regulation Agency (AHPRA).
- Completed, or working towards, a Certificate IV in Training and Assessment or an equivalent or higher qualification relevant to clinical education, with an agreed completion timeframe documented with the reporting manager.
- A high level of verbal, written and interpersonal communication skills including the ability to analyse data and produce reports;
- Demonstrated experience in planning, developing, delivering and evaluating clinical education for staff with diverse learning needs, including individual coaching and group education.
- Ability to resolve medium to high level complexity problems in a proactive and collegiate manner;
- Ability to work well under pressure and manage time so that differing priorities and deadlines are met;
- Ability to work autonomously;
- Excellent team working skills;
- Demonstrated working knowledge of the National Safety and Quality Health Service (NSQHS) Standards and, where applicable, the strengthened Aged Care Quality Standards, and the ability to translate these requirements into practical IPC education.
- Demonstrated information technology skills, including developing digital learning resources, maintaining education records and using data to evaluate and report education outcomes.
- A current driver's licence and ability to travel for work purposes within the agreed role scope.

Desirable Attributes, but not essential

- Completed, or working towards, a postgraduate qualification in infection prevention and control at Graduate Certificate level or higher, with an agreed completion timeframe documented with the reporting manager.

ORGANISATIONAL REQUIREMENTS

- Grampians Health is committed to a consumer centred approach in the provision of health care and services, consistent with our values, purpose and vision. It is expected that team members demonstrate the core values of consumer centred care in every interaction.
- All team members of Grampians Health are responsible for supporting the safety, participation, wellbeing and empowerment of children.
- Quality care is a strategic and operational priority at Grampians Health, achieved through our Governance Framework.
- Participation in the Grampians Health integrated quality improvement and risk management systems by being aware of responsibilities to identify, minimise and manage risks and identifying opportunities for continuous improvement in your workplace through communication and consultation with managers and colleague.
- You must ensure that the affairs of Grampians Health, its patients, clients and staff remain strictly confidential and are not divulged to any third party except where required for clinical reasons or by law. Such confidentiality shall extend to the commercial and financial interests and activities of Grampians Health.
- All team members must comply with current Grampians Health infection prevention and control policies and procedures, workforce immunisation requirements relevant to their work activities, and applicable State and Commonwealth public health requirements.
- In accordance with current legislation and organisational policy, employees must be willing to undertake and maintain a police check, working with children check and where necessary a NDIS Worker screening check. Ongoing employment will be dependent on the provision of satisfactory checks.

OTHER RELEVANT INFORMATION

- At Grampians Health we recognise and respect diversity. Each person has a right to high-quality health care and opportunities regardless of diversity factors which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age, and socioeconomic status. Inclusiveness improves our service to our community and promotes engagement amongst Grampians Health employees.
- All Grampians Health employees are required to take reasonable care of their own health and safety in the workplace as well as take reasonable care for the health and safety of others who may be affected their acts or omissions. Persons with delegated management functions have an additional duty to provide and maintain a working environment that is safe and free of risks to health, so far as is reasonably practicable in areas where they have management or control. All employees have a duty to report issues they cannot rectify, follow all existing Grampians Health policies and protocols relating to health, safety, wellbeing and injury management and cooperate with any action taken by Grampians Health to comply with the OHS Act or Regulations.
- Statements included in this Position Description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all inclusive.
- Management may alter this Position Description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).
- An annual performance review will occur with your Manager. Your performance review is intended to be a positive discussion, outlining the key roles and responsibilities outlined in this Position Description. The performance review discussion provides an opportunity to clarify your role, revise key performance activities and identify any objectives or goals for the year ahead.