

Position Description

Position Title	Clinical Nurse Educator - Backfill
Position Number	30026074
Division	People and Culture
Department	Nursing and Midwifery Education
Enterprise Agreement	Nurses And Midwives (Victorian Pub Health Sector)(Single Interest Employers) Enterprise Agreement 2024-2028
Classification Description	Educator Major
Classification Code	RN35
Reports to	Manager - Nursing and Midwifery Education
Management Level	Tier 3 - Business Manager
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

As part of Learning, Education and Development within People and Culture, the Clinical Nurse Educator Backfill will provide dedicated backfill for planned (annual) leave in the Nursing and Midwifery team. The objectives of the position are to ensure continuity of education and clinical support during planned Clinical Educator absences; maintain delivery of essential elements of core programs; reduce pressure on the existing Clinical Educator – Cover roles to improve responsiveness to unplanned leave; and support sustainability of the existing nursing and midwifery education and support model.

Responsibilities and Accountabilities

The incumbent will provide clinical support to undergraduate nursing and midwifery students, graduate nurses and less experienced staff, and staff undertaking postgraduate studies or continuing education. They will assist in delivery and evaluation of planned education activities. The incumbent will be accountable for prioritising tasks within their pre-determined workgroup to meet organisation imperatives, and will be required to identify and take appropriate action regarding urgent or emerging issues.

Key Responsibilities

- Assist in the orientation of undergraduate, graduate and newly appointed nurses or midwives.
- Provide clinical support to staff, prioritising this support to the cohort or area with the greatest development needs
- Conduct assessments and provide feedback to undergraduate nursing and midwifery students as required
- Note undergraduate student attendance and update Placeright accordingly
- Act as a support for nurses and midwives undertaking postgraduate studies
- Incorporate best practice into learning and development opportunities
- In collaboration with others, contribute to the implementation and evaluation of planned nursing, midwifery and interprofessional learning opportunities as required
- Support managers in the provision of effective in-service nursing and midwifery education and professional development
- In collaboration with LEAD undergraduate coordinators, develop and implement learning plans for under-performing undergraduate nursing or midwifery students.
- In collaboration with nursing and midwifery managers, contribute to the development and implementation of learning plans for graduate, newly appointed, or less experienced nurses and midwives requiring specific guidance or support.
- Demonstrate accountability for professional development of self
- Act as a mentor and role model
- Where possible, attend scheduled committee or working group meetings as a proxy for staff members on annual leave
- Provide general support in clinical areas as directed during times of escalation
- When time allows, conduct education-related portfolio or project work as mutually agreed upon with the Manager of Nursing and Midwifery Education

- In the event that no annual leave backfill is required, the backfill educator will assist in delivery of core responsibilities associated with the LEAD cover of unplanned leave role

Key Selection Criteria

Essential

1. Registration with AHPRA as a registered nurse or midwife without conditions
2. Hold, or be working toward a post graduate qualification or Certificate IV in Training and Assessment, or possess equivalent expertise
3. Expertise in evidence-based practice and ability to apply contemporary learning and development principles to clinical environments
4. Ability to undertake assessments and provide appropriate verbal and written feedback
5. Expert prioritisation and problem-solving skills
6. Experience in the implementation and evaluation of learning experiences including workshops and in-services, and knowledge of clinical support models and techniques
7. Experience in designing and implementing learning management plans
8. High level negotiation, persuasion and influencing skills, and experience engaging key stakeholders in decision making.

Desirable

9. Flexibility to operate in an environment of change and continuous improvement
10. Qualifications or experience in specialty areas such as, but not limited to; Midwifery, Critical Care, Peri-operative nursing, Paediatrics, will be viewed favourably.

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.