



Position Description

Role: Clinical Nurse Educator - IPU & Community

Department: Quality & Education

Date: February 2024

Permanent FTE 1.0

This position description is designed to give an indication of the type of work and performance expected of the position holder. It does not provide an exhaustive list of duties or performance standards, and the position holder agrees to undertake any other tasks that are consistent with the position and with the provisions of quality service to Mary Potter Hospice patients and their families and whānau. In order to meet the changing needs of Mary Potter Hospice, this position description may require change from time to time.

Overview of the Clinical Nurse Educator role

The Clinical Nurse Educator is an experienced palliative care nurse who provides clinical education in the workplace and role models evidence-based and culturally safe practice. As a Clinical Nurse Educator, you will work alongside our nurses and multi-disciplinary team to advise, guide, coach and mentor. As a key member of the Education team, you will work closely with staff new to palliative care, supporting them to become confident practitioners, while also supporting experienced staff with their professional development and learning goals. You will also be involved in other education initiatives both internally and externally, including with our partners and stakeholders.

Scope

Reports to: Manager, Quality & Education

Location: Community & Newtown

Key Competencies

- Ability to mentor staff in specialist palliative care within the Inpatient Unit and community
- Ability to support staff who work in IPU or community, depending on greatest need at the time
- Experience in mentoring, coaching, preceptoring and assessing in clinical practice
- Ability to work at an advanced level of practice with strong assessment, and critical thinking skills
- Demonstrates ability to build constructive and effective working relationships across teams
- Good understanding of, or willingness to learn, teaching and learning principles and practices
- Understanding of PDRP requirements
- Demonstrated ability to work both autonomously and collaboratively
- Effective communicator, both verbally and written
- Proficient at sharing knowledge in a variety of ways including 1:1, group work and online
- Demonstrated commitment to the hospice philosophy
- An understanding of the Te Tiriti o Waitangi and equity in health care.

Key Tasks

Education and Mentoring

- Takes a supportive role in enabling and motivating staff to develop skills and confidence
- Actively supports staff and the MDT by providing clinical guidance and advice as needed
- Shares knowledge and skills and provides advice that is consistent with organisational core values, policies and guidelines
- Supports staff with clinical aspects of PalCare and provide training as needed
- Works with staff to identify and support the achievement of individual clinical learning needs, and to achieve and maintain PDRP
- Assist clinical managers to develop learning plans for clinical staff; identifies opportunities, barriers, and supports as required
- Role models clinical excellence and culturally safe practice
- Uses clinical expertise to guide and support staff, particularly for those new to working in a palliative care role
- Provides clinical support in the workplace during the orientation period
- Coaches staff in developing critical thinking skills
- Makes use of adult learning principles and provides coaching in a positive and supportive manner
- Works collaboratively with our external healthcare partners to enhance education / training opportunities for staff, e.g. Capital Coast, Te Whatu Ora, ARC, HNZ
- Initiates and facilitates reflective practice as required
- Supports managers / preceptors with their student clinical placements
- Supports the education team in the delivery of study days
- Supports education team in delivery of external education as required
- Attends the following meetings:
 - Education team
 - MDT meetings
 - Clinical Governance Group
 - Mortality & Morbidity meetings
- Support practise sharing programme
 - Link Nurse
 - others as required

Professional

- Works alongside the education and clinical management teams to design and develop the programme of professional development for clinical staff in-house
- Actively contributes to the Education Team with ideas, advice and support
- Supports Clinical Managers to understand the professional development needs of all clinical staff
- Facilitates and supports competency maintenance including mandatory training requirements for all members of the MDT
- Actively participates in quality improvement and clinical effectiveness programmes
- Supports and facilitates health care assistants on the Careerforce programme
- Encourages career planning and professional development of all clinical staff
- Maintains own knowledge and contributes to research in nursing practice within palliative care and attends workshops and symposia relevant to the role
- Ensures training programmes reflect current Hospice New Zealand standards of care
- Maintains own clinical competencies by participation in clinical practice and maintains own PDRP at Expert/Senior Level

- Works in conjunction with the Quality & Education Manager, Director Clinical Services, Medical Director, Director Health Equity, Inpatient Unit Nurse Manager and Community Managers as required to support external hospice audit requirements around education.

Health and Safety *(All roles have a H&S component, some more detailed than others. The tasks here include the minimum expected of all roles)*

- Practices within Mary Potter Hospice health and safety policies and procedures outlined in the Health and Safety Policy Manual
- Reports all identified hazards, incidents (including near-misses) and accidents and carry out investigations with clinical staff as required
- Identifies, minimises and reports risks
- Participates in mandatory health and safety training as required.

Outputs/Expected results/Key performance indicators

- Staff are introduced and supported to plan, deliver and evaluate provision of specialist palliative care
- Evidence-based clinical practice is implemented and delivered to a consistently high standard
- There is a sustainable multi-disciplinary internal education plan in place that supports clinical requirements for continuous professional development
- Strong relationships with education and clinical management team to identify, support and deliver key tasks.

Outcomes

- Mary Potter Hospice is a safe and healthy place to work
- Patients and whānau receive high quality specialist palliative care that is culturally appropriate and patient/whānau-centred.

Person Specification

- Registration with the Nursing Council of New Zealand in the Registered Nurse scope of practice and holds a current practicing certificate
- Desirable: a post graduate qualification in nursing preferably including papers with an emphasis in palliative care and / or education or a commitment to undertake same
- Extensive, recent specialist palliative care nursing experience
- Desirable 4098 Workplace Assessor Qualification or a commitment to undertake same
- PDRP expert/senior level or commitment to undertake this
- Full current driver's licence.

Signed: Date:

(Position Holder)

Signed: Date:

(Director)

Position Description Appendix

The values of the Venerable Mary Potter and the vision of Dame Cecily Saunders are deeply held by Mary Potter Hospice staff and volunteers and underpin all the work we do.

Our values

- Mana/Respect
- Aroha/Compassion
- Rangatiratanga/Dignity
- Manaakitanga/Hospitality
- Kaitiakitanga/Stewardship

Our vision

That people in our communities who need palliative care have access to compassionate and quality care, when and where they need it.

Our approach

Taking a whole person approach, we will provide and promote high quality specialist palliative care, grief support, education and care planning services. Working alongside our health partners, we aim to make a difference in the communities we serve.

Mary Potter Hospice and Volunteers

We value our volunteers highly and consider them to be an integral part of our workforce. Many of our roles supervise volunteers and all roles interact with volunteers to a greater or lesser degree.