



Position Description

Position title:	Clinical Midwifery Educator
Department:	Maternity Services Education Program (MSEP)
Classification:	Grade RN 35 teacher major
Agreement:	Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2024 – 2028)
Reporting to:	Manager MSEP

About us

Located in Melbourne on the traditional lands of the Wurundjeri people of the Kulin Nation, the Royal Women's Hospital is Australia's first and leading specialist hospital for women and newborns. We offer expertise in maternity services, neonatal care, gynaecology, assisted reproduction, women's health and cancer services. We advocate for women's health in areas that have long been overlooked or stigmatised, including abortion, endometriosis, family violence, female genital mutilation, menopause, women's mental health, sexual assault and substance use in pregnancy.

Our vision, values and declaration

The Women's vision, values and declaration reflect our promise to our patients and consumers, and articulate our culture and commitment to our community and each other.

Our vision is '**Creating healthier futures for women and babies**'. Our values are:



Courage



Passion



Discovery



Respect

The Women's declaration reflects the principles and philosophies fundamental to our hospital, our people and our culture.

- **We are committed to the social model of health**
- **We care for women from all walks of life**
- **We recognise that sex and gender affect health and healthcare**
- **We are a voice for women's health**
- **We seek to achieve health equity**

Our commitment to inclusion

The Women's is committed to creating and maintaining a diverse and inclusive environment which enhances staff and consumer wellbeing, and nurtures a sense of belonging. We strongly encourage anyone identifying as Aboriginal and/or Torres Strait Islander to join us. We offer a range of programs and services to support First Nations employees. We invite people with disability to work with us, and we welcome anyone who identifies as linguistically, culturally and/or gender diverse, people from the LGBTQIA+ community and people of any age.

About the department/unit

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MSEP provides multi-professional education for Victorian maternity services. Our areas of focus are; pregnancy care, maternity emergency education and Koori Maternity Services and emergency birthing in non-maternity and level 1 services.

We liaise with the following groups; Department of Health, Safer Care Victoria (SCV), Professional Colleges, Universities, AHPRA, PIPER, Ambulance Victoria, VACCHO and Koori Maternity Services and other health professional teams as required.

Program content has been developed to align with the following clinical guidelines: National Antenatal Care Guidelines, Perinatal Emergency Referral Guidelines, Maternity and Newborn Clinical Network recommendations, Australian College of Midwives Guidelines, Australian Pregnancy Care Guidelines and Royal College of Obstetricians & Gynaecologists (RANZCOG) guidelines. MSEP provides education for maternity clinicians within rural, regional and metropolitan services.

Position purpose

The role of the MSEP Midwifery Educator will be to work within the MSEP team (midwifery/medical) to further develop and implement our state wide mobile education program and virtual program. The educator will ensure relevant consultation occurs between clinician groups to review the specific components of the program, identify opportunities for further planning, leadership, and practical implementation tasks to ensure the program is successful. The Midwifery Educator will deliver MSEP programs on a state wide basis to public health providers of maternity services.

- Each maternity emergency program is attended by multi-professional maternity teams
- The education program aligns with the National Strategic Approach to Maternity Services (NSAMS).

The education program is also in line with the Royal Women's Hospital Strategic Service Plan (2020 – 2035), Department of Health Clinical Governance Framework and Safer Care Victoria Maternity and Newborn Services guides.

Key responsibilities

The Midwifery Educator works with the MSEP team to:

- Develop resource materials in line with current evidence informed practice.
- Implement the program in a timely and efficient manner.
- Identify measures of success and ensure an evaluation process is in place or negotiated.
- Develop and maintain current records of all participant services who have attended the program.
- Coordinate the onsite facilitation required for program delivery.
- Maintain ongoing relationship with participant services and other educators.
- Maintain effective partnerships with key stakeholders and relevant professional bodies e.g.; DOH, ACM, RANZCOG, ACRRM, RACGP, AHPRA, VACCHO and KMS sites and LaTrobe University representatives.
- Participate in other projects allocated by the department head or direct supervisor.
- Address any issues in a timely manner with the manager of MSEP/or Executive Director MSEP.
- Use of the Women's IT system where required to fulfil the duties of this position.
- Be aware of and work in accordance with Hospital policies and procedures, including Occupational Health and Safety, Infection Control, Equal Employment Opportunity and Confidentiality.

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- Be respectful of the needs of women, visitors, and staff and maintain a professional approach to all interactions.
- Remain flexible to changing work hours in order to deliver on site education throughout Victoria.

Key Performance Indicators (KPI's)

KPI's are how you will be measured as meeting the responsibilities of the position. These will be set with you as part of your Performance Development Plan within the first six months of your appointment to the position.

Key selection criteria

Experience/qualifications/attributes

Division 1 Nurse endorsed Midwife with a current practicing certificate, or

- Registered Midwife with a current practicing certificate.
- Appropriate tertiary qualification in education (or working towards) highly desirable.
- Previous experience in development and facilitation of multi-professional maternity emergency education.
- Competent computer literacy including use of standard Microsoft office software.

Essential:

- Registration with APHRA as a Midwife
- Demonstrated experience/skills in all areas of clinical midwifery
- Current drivers license
- Ability to travel and attend overnight stays as required supporting program delivery in regional, rural and remote areas of Victoria
- Demonstrated ability delivering multi-professional maternity education, face to face, online or within a hybrid delivery model Desirable Criteria
- Demonstrated experience in education and training to specific clinician groups.
- Ability to contribute to the development of the program materials and resources.
- Ability to implement and evaluate education programs.
- Knowledge and skills in provision of pregnancy care.
- Knowledge and skills in provision of care during a maternity emergency.
- Knowledge and understanding of adult learning principles applicable to interdisciplinary training.
- Demonstrated understanding of evidence based practice and health care systems.
- Sound writing skills including the ability to target information appropriately and to develop concise reports and other written materials.
- Excellent written and verbal communication and interpersonal skills

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Attributes:

- Superior interpersonal skills in building effective relationships with stakeholders and to work collaboratively across a range of professions and environments (e.g. health services, colleges and other stakeholders).
- Demonstrated drive and energy and the ability to work effectively both independently and in a small team environment.
- Ability to promote the program and its philosophy and purpose to potential services.
- Ability to apply creative and critical thinking to program development.
- Demonstrated ability to provide clinical leadership.
- Ability to provide a flexible approach to program delivery.
- Ability to manage time and prioritise key activities
- Embodies the Women's values of courage, passion, discovery and respect
- "Can do" and flexible approach
- Balancing competing and conflicting priorities
- Time management
- Professional demeanor

Desirable:

- Membership of a Midwifery professional body
- Post graduate qualification in an area of study relevant to the MSEP Midwifery Educator role

Organisational relationships

Internal relationships

- All RWH departments and clinics
- All maternity teams

External relationships

- Department of Health and Safer Care Victoria
- Health Services
- Professional Colleges
- Universities
- AHPRA
- VACCHO
- KMS

Direct reports: This position will report directly to the MSEP Manager and the Executive Director of MSEP Education

Indirect reports: 0

Budget responsibility: 0

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Inherent requirements

Inherent requirements are the essential tasks and activities that must be carried out in order to perform this role, including with adjustments. The Women's is committed to providing workplace adjustments that support all people to work with us. We welcome you to discuss any adjustments with the manager of this role during the recruitment process or at any time during your employment, as we acknowledge and understand circumstances can change. You can also request a copy of our workplace adjustments procedure for more information.

Physical demands	Frequency
Shift work – rotation of shifts – day, afternoon and night	Constant
Sitting – remaining in a seated position to complete tasks	Occasional
Standing – remaining standing without moving about to perform tasks	Occasional
Walking – floor type even, vinyl, carpet,	Frequent
Lean forward/forward flexion from waist to complete tasks	Occasional
Trunk twisting – turning from the waist to complete tasks	Rare
Kneeling – remaining in a kneeling position to complete tasks	Occasional
Squatting/crouching – adopting these postures to complete tasks	Occasional
Leg/foot movement to operate equipment	Rare
Climbing stairs/ladders – ascending and descending stairs, ladders, steps	Rare
Lifting/carrying – light lifting and carrying less than 5 kilos	Frequent
– Moderate lifting and carrying 5 – 10 kilos	Rare
– Heavy lifting and carrying – 10 – 20 kilos.	Rare
Push/pull of equipment/furniture – light push/pull forces less than 10 kg	Occasional
– moderate push / pull forces 10 – 20 kg	Rare
– heavy push / pull forces over 20 kg	Rare
Reaching – arm fully extended forward or raised above shoulder	Rare
Head/neck postures – holding head in a position other than neutral (facing forward)	Rare
Sequential repetitive actions in short period of time	
– Repetitive flexion and extension of hands wrists and arms	Occasional
– Gripping, holding, twisting, clasping with fingers/hands	Occasional
Driving – operating any motor-powered vehicle with a valid Victorian driver's license.	Frequent
Sensory demands	Frequency
Sight – use of sight is integral to most tasks completed each shift	Constant
Hearing – use of hearing is an integral part of work performance	Constant
Touch – use of touch is integral to most tasks completed each shift	Constant
Psychosocial demands	Frequency
Observation skills – assessing/reviewing patients in/outpatients	Constant
Problem solving issues associated with clinical and non-clinical care	Constant
Working with distressed people and families	Occasional
Dealing with aggressive and uncooperative people	Rare
Dealing with unpredictable behaviour	Rare
Exposure to distressing situations	Rare

Definitions used to quantify frequency of tasks/demands as above

Prolonged/constant	70 – 100 % of time in the position
Frequent	31 – 69 % of time in the position
Occasional	16 – 30% of time in the position
Rare	1 – 15% of time in the position
Not applicable	0% of time in the position

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Employee awareness and responsibilities

- Employees are required to be aware of, and work in accordance with, hospital policies.
- Employees agree to provide evidence of a valid employment Working with Children Check and provide complete details for the Women's to undertake a Nationally Coordinated Criminal History Check (NCCHC).
- Our vision is a future free from violence and discrimination in which healthy, respectful relationships are the norm. The Women's expects all staff to contribute to a culture that promotes and supports diversity, equity, respect and inclusion.
- The Women's provides pregnancy termination services as part of its public health responsibility to provide safe health care to women.

Statutory Responsibilities

- OHS Act 2024
- Freedom of Information Act 1982
- The Victorian Public Sector Code of Conduct
- Health Practitioner National Law Act (2009)
- Registration with the Australian Health Practitioner Agency (AHPRA)
- Drugs, Poisons and Controlled Substances Regulations 2006

Vaccination requirements

As this role has direct physical contact with patients and clinical environments, employees are required to be vaccinated against or demonstrate immunity to influenza, COVID-19, whooping cough (pertussis), hepatitis B, chicken pox, MMR (measles, mumps, rubella) and may include hepatitis A, and complete screening for tuberculosis.

Employment with the Women's is conditional upon the provision of satisfactory evidence of vaccination and/or screening, and we may withdraw an offer of employment if the required evidence is not provided at least five business days prior to the intended start date.

Declaration

By accepting this position description electronically I confirm I have read, understood and agreed to abide by the responsibilities and accountabilities outlined.

Developed date: 5 Feb 2026

Developed by: Manager MSEP

Date of next review: (12 months from now)

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