

Position Description

Position title:	Allied Health Clinical Educator (Interprofessional)
Department:	Allied Health Clinical Education
Classification:	Grade 3
Agreement:	Allied Health Professionals (Victorian Public Health Sector) Single Interest Enterprise Agreement 2021-2026 Medical Scientists, Pharmacists and Psychologists Victorian Public Sector (Single Interest Employers) Enterprise Agreement 2021-2025.
Reporting to:	Manager, Allied Health Clinical Education

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.

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About the department/unit

The Allied Health Clinical Education (AHCE) team supports the Women's in achieving its strategic directions by advancing the professional development of allied health professionals. This is delivered through the design and implementation of an innovative, interprofessional education, training, and simulation program; by strengthening governance and reporting processes; and by leading and supporting research development. The Women's AHCE program has a strong interprofessional focus, bringing together clinicians from all allied health disciplines.

The team works closely with other health professional education groups across the Women's to promote best practice clinical learning environments. Its work is guided by key statewide frameworks, including the Allied Health Clinical Supervision Framework, the Credentialling, Competency and Capability Framework, and the Allied Health Careers Blueprint.

The AHCE team reports through the Allied Health and Clinical Services (AH&CSS) Directorate and collaborates with allied health professionals across other directorates. At the Women's, allied health professionals currently include Clinical Genetic Counsellors, Dietitians, Health Information Managers, Medical Scientists, Nutritionists, Occupational Therapists, Pharmacists, Psychologists, Medical Radiation Practitioners, Physiotherapists, Social Workers, Speech Pathologists, Interpreters, Welfare Workers, Counsellors, and Spiritual Care Practitioners.

Position purpose

As part of the AHCE, the Clinical Educator (Interprofessional) works with the team to develop, deliver and evaluate an innovative and unique interprofessional education and training program that uniquely meets the needs of Allied Health clinicians at the Women's. Together the AHCE promotes and supports a culture of learning, reflective and evidence-based practice, based on adult learning principles and embed governance and reporting process related to education and training activities.

Key Responsibilities

Professional Practice

- In conjunction with the Allied Health Clinical Education team and AH&CSS Directorate design and deliver an innovative model of education, training and professional development to deliver on the Best Practice Clinical Learning Environments, Allied Health Clinical Supervision; and Credentialling, Competency and Capability Framework.
- Apply adult learning principles and maintain a culturally sensitive approach to development and delivery of Interprofessional Allied Health education, learning and supervision.
- Manage activities across the program management cycle including planning, development, delivery, monitoring, evaluation and reporting.
- Support the collation, analysis and preparation of high-quality reports related to Allied Health Clinical Education related data.

Communication and Teamwork

- Develop and maintain collaborative working relationships with all Allied Health Departments, Medical Education, Nursing and Midwifery Education, Simulation, People and Culture other key stakeholders across The Women's.

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- Liaise with key external stakeholders (including education providers, funding bodies, other health services and government departments) to ensure The Women's is abreast of industry trends with respect to clinical education, training, funding, student placements and workforce development.
- Represent and advocate for Allied Health Clinical Education by actively contributing to a range of multi-disciplinary committees, working groups, communities of practice, programs, projects and initiatives across The Women's and externally.

Quality and Safety

- Promote an organisational culture that promotes and values learning, professional development, reflection, service improvement, innovation and research.
- Maintain culturally sensitive approach to the planning, delivery and evaluation of education to ensure they are appropriate and relevant to all culturally and linguistically diverse communities.
- Participate in development of strategies to provide quality learning education opportunities to meet the requirements of the Australian Commissions on Safety and Quality in Health Care (ASQH) accreditation standards frameworks.
- Comply with requirement of National Safety & Quality Health Service Standards (NSQHS) and other relevant regulatory requirements, and legislation.

Learning and development

- Embody the values, principles and approaches that underpin best practice in relation to adult learning.
- Participate in own ongoing continuing professional development.
- Adhere to the Women's and professional codes of conduct and code of ethics in all areas of practice.
- Actively engage in the performance development review process annually.
- Actively participate in meetings, activities and events associated with the position.
- Contribute to strategic planning that improves and enhances Allied Health Clinical Education at the Women's.

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

Essential:

- An accredited qualification in one of the Allied Health Therapy or Science professions at The Women's.
- Eligibility for professional registration with AHPRA (where required) or appropriate professional body (where applicable).
- Experience in the development, delivery and evaluation of high-quality education/training programs for clinical staff, interns and/or students.

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- Working knowledge of interprofessional education, andragogy and adult learning principles.
- Strong analytical and program/project management skills.
- Ability to build and enhance positive working relationships and negotiate with a range of stakeholders.
- Proactive approach to communication, innovation, problem solving and change management.
- Demonstrated computer proficiency and accuracy.
- Understanding interprofessional education and willingness to implement best practice approaches across education, training and research activities.
- Embodiment of the Women's values.

Desirable:

- Relevant post graduate qualifications (or working towards) relevant to the role or clinical education highly desirable.
- Experience providing Clinical Educator and/or Supervision training.
- Clinical research experience including design, implementation, monitoring, data analysis and preparation and dissemination of research findings.
- Previous experience in successfully applying for approval through Human Resources Ethics Committees and compliance with confidentiality, privacy and research governance requirements
- Demonstrated Report writing.

Organisational relationships

Internal relationships

- Director and Deputy Director of Allied Health and Clinical Support Services
- Director of Allied Health Research
- Allied Health Professionals leads
- Allied Health clinicians
- Allied Health administrative and other administrative staff
- Women's health multidisciplinary team members and shift team leaders

External relationships

- Parkville Precinct Allied Health Educators Community of Practice
- Allied Health Clinical Education Network (AHCEN)
- Patients, visitors and their families/carers
- Other health services and external agencies that engage with our departments
- Staff at other medical facilities
- Universities and specialised training facilities
- Special interest groups and communities of practice

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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	Not applicable
Sitting – remaining in a seated position to complete tasks	Frequent
Standing - remaining standing without moving about to perform tasks	Rare
Walking – floor type even, vinyl, carpet,	Frequent
Lean forward/forward flexion from waist to complete tasks	Rare
Trunk twisting – turning from the waist to complete tasks	Rare
Kneeling – remaining in a kneeling position to complete tasks	Rare
Squatting/crouching – adopting these postures to complete tasks	Rare
Leg/foot movement to operate equipment	Rare
Climbing stairs/ladders – ascending and descending stairs, ladders, steps	Occasional
Lifting/carrying – light lifting and carrying less than 5 kilos	Occasional
– 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	Rare
– 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	Rare
– Gripping, holding, twisting, clasping with fingers/hands	Rare
Driving – operating any motor-powered vehicle with a valid Victorian driver's license.	Not applicable
Sensory demands	Frequency
Sight – use of sight is integral to most tasks completed each shift	Prolonged/constant
Hearing – use of hearing is an integral part of work performance	Prolonged/constant
Touch – use of touch is integral to most tasks completed each shift	Prolonged/constant
Psychosocial demands	Frequency
Observation skills – assessing/reviewing patients in/outpatients	Not applicable
Problem solving issues associated with clinical and non-clinical care	Prolonged/constant
Working with distressed people and families	Rare
Dealing with aggressive and uncooperative people	Occasional
Dealing with unpredictable behaviour	Occasional
Job demands – high workload, tight deadlines, and competing priorities	Occasional
Exposure to traumatic or distressing content or situations – including handling sensitive information arising from patient records, patient care activities, incident reports, adverse events, or investigations of adverse events.	Rare/Occasional
Role specific considerations Support is available for staff exposed to psychological risks. Any adjustments that may be required can be discussed with your manager.	
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 and procedures.
- Employees are required to identify and report incidents, potential for error and near misses, to improve knowledge systems and processes and create a safe environment for staff and patients.
- 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.
- We are committed to the safety, wellbeing and empowerment of all children and young people. We prioritise an environment where children are protected and heard. We commit to safeguarding the social and emotional wellbeing of First Nations children, understanding that their connection to country, culture, kin and community is critical to their safety.

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: 20.03.2026

Developed by: Sonia Brockington

Date of next review: 20.03.2027

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