

GOVERNMENT OF KIRIBATI
POSITION DESCRIPTION

1. Ministry: Ministry of Health and Medical Services		
2. Position Title: Clinical Facilitator – Pre-Service & Undergraduate Nursing program.	3. Salary Level: 11-10/9-7	4. Division: Kiribati School of Nursing, Pre-Service & Undergraduate Programs Location: Kiribati School of Nursing, MHMS Bikenibeu campus.
5. Reports To: Deputy Director (School of Nursing and Health with day to day reporting to the Head of School, for the Pre-Service or Undergraduate Nursing Programs.	6. Direct Reports: Head of School, Pre-Service and Undergraduate Nursing Programs.	
Primary Objective of the Position: To contribute to the overall planning, delivery and evaluation of full time clinical teaching, supervision and assessments to Pre-service and the Undergraduate Nursing students at the MHMS Kiribati School of Nursing Advanced Diploma of Nursing program consistent with School of Nursing Policies, Quality Framework Standards, nursing professional registration requirements and the MHMS Strategic and the KDP Plans.		

7. Position Overview	
9. Financial: Nil	10. Legal: Kiribati National Conditions of Service 2017 Medical Services Act 1996
11. Internal Stakeholders: <ul style="list-style-type: none"> • Full and part time Nursing Students • Senior Leadership Team - KSON • Employees and Senior Managers within other Ministry Divisions 	12. External Stakeholders: <ul style="list-style-type: none"> • Public sector employers • Community and industry representatives • Ministry of Health and Medical Services (MHMS), Principal Nursing Officers and nursing staff within the Nursing

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<ul style="list-style-type: none"> • Nursing Academic Programme Committee & Health Sciences. <p>To be referred to Assistant Head of School or Clinical Facilitator:</p> <ul style="list-style-type: none"> • Clinical Teaching and assessment outcomes and issues • Student discipline and administration issues • Requests for consumables, commodities and equipment • School and clinical placement issues and continuous improvements • Requests for external expert assistance in specific fields • Requests for transportation to facilitate clinical attachments, community projects or outer-island assessments and the completion of final course assessments. 	<p>Services in hospital, community and outer-island settings;</p> <ul style="list-style-type: none"> • Doctors or clinicians and paramedical staff. • Other GoK ministries • Voluntary service providers • Nursing professional associations and networks • School of Nursing education and training partners • Island Councils, communities and health staff in outer-islands. • KSON Alumni <p>To be referred to Head of School, KSON</p> <ul style="list-style-type: none"> • Employer education and training needs • Employer staffing needs • Student work experience issues • Graduate employment quality issues
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13. KEY ACCOUNTABILITIES (Include linkage to KDP, MOP and Divisional Plan)

- **KDP/KPA:** KPI 1 Human Resource Development; KPI 2 Economic Growth and Poverty Reduction
- **MEHR MOP Outcome:**

Goal 1. Develop an integrated and accountable KSON Higher Education system to improve Health Professional workforce skill-mix to achieve all Health SDGs.

Goal 5. Training for economic and sustainable development

- Ministry of Health and Medical Services Strategic Plan (2024-2027)

- **Divisional/Departmental/Unit Plan:**

Goal 1: Further develop KSON into a high quality Higher Education Institution offering ranges of recommended and required Health Professional

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Education training programs that meet national, regional, international and global Nursing, Midwifery and Health Sciences Education standards.

Goal 2: Increase national and international employment and further study opportunities for KSON's Undergraduate Programs.

Goal 3: Ensure equitable access for I-Kiribati to MHMS and KSON Nursing and Midwifery courses

Goal 4: Enhance the growth of Faculty of Nursing and Midwifery in KSON.

Goal 5: Promote timely, safe and customer-oriented health services to the people of Kiribati.

Goal 6: Improve SDGs and National Health Care Coverage for All I-Kiribati regardless of age, gender, religion and employment.

Key Result Area/Major Responsibilities	Major Activities/Duties	Performance Measures/Outcomes
Clinical Teaching and assessment	<p>Deliver clinical teaching and conduct assessment of clinical learning and competence of nursing students in selected hospital wards, community clinics and outer-islands as are required to meet full-time or part-time clinical nursing education standards to the required nursing legislative and professional, and KSON Quality Framework standards. This includes</p> <ul style="list-style-type: none"> ✓ Attaining 100% punctuality and attendance to nursing students' clinical placements at hospital, community and outer-islands to achieve 100% and quality supervision, clinical learning facilitation, clinical tutorial provisions and assessment of nursing students. ✓ Providing defined clinical teaching and learning objectives and teaching plans in accordance with clinical course descriptions. ✓ Facilitating the clinical teaching and learning process 	<ul style="list-style-type: none"> • Clinical teaching and assessment materials, to support the delivery of clinical assessment, are developed and contextualised for Kiribati. • Clinical Teaching and assessment is delivered in an enthusiastic, effective and varied way consistent with agreed quality standards. • Formative assessment for students will be attended to and completed on a timely manner. • Timely reporting to students on progress of their individual formative and summative assessments and proposed recommendations on improvements on assessments results to be

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	<p>through a wide variety of aforesaid planned learning experiences and activities.</p> <ul style="list-style-type: none"> ✓ Facilitating clinical teaching and learning processes which support students to utilise, develop and/or enhance adult and independent learning strategies. ✓ Maintaining professional standards of clinical nursing practice. ✓ Set best role models to demonstrate safe and professional clinical practice. ✓ Using reliable and valid clinical nursing teaching methods to best teach and assess the clinical academic and practical progress of students. ✓ Participating in pre- and post-moderation clinical assessment activities. ✓ Commit to deliver and co-ordinate clinical teaching with other team members or Lecturers' supervision and assistance to best deliver the clinical practice curriculum with continuity and coherence. ✓ Routine review, updated and revision of competence- and evidence-based teaching content and methods relative to changing learning requirements of students. ✓ Maintain and file all clinical course material and records, including lesson plans, teaching resources and assessment documents. ✓ Liaising with MHMS and assisting with the clinical placement of student nurses under the protocol 	<p>attended as required.</p> <ul style="list-style-type: none"> • Clinical teaching and assessment records are stored and maintained within the KIT electronic filing repository, consistent with agreed quality standards. • Validation and moderation of clinical assessment is carried out in a timely manner, consistent with agreed quality standards. • Evaluation of clinical training and assessment, by way of validation and student evaluation of clinical course priorities and objectives is undertaken on a routine basis using KSON approved tools. • 100% Punctuality to Students Clinical Placement at Hospital, Community and Outer Islands. • The KSON "English Only" Policy is consistently implemented across the Institute. • All clinical teaching and assessment provided is fair and equitable, particularly in relation to gender and disability. • Professional practice consistent with
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	<p style="text-align: center;"><i>Responsibilities for Clinical Experience.</i></p> <p>Demonstrate professional practice consistent with the traditions of general clinical nursing, GoK, MHMS and KSON policies and procedures.</p>	<p>the traditions of Nursing, GoK and KSON policies and procedures</p>
	<p>Assist with the development and delivery of clinical nursing short courses and customised KSON activities on Tarawa and outer islands to professional Clinical Nursing Practice and KSON Quality Framework standards.</p>	<ul style="list-style-type: none"> • Short courses and customised clinical nursing short KSON activities are designed to meet the specific needs of key clients.
<p>Student Support</p>	<p>Provide academic guidance to students, and liaise with senior colleagues about student clinical learning progress and achievements as appropriate.</p> <p>Ensure any student requiring additional academic support and/or reasonable adjustment with clinical teaching and assessment are identified and adequately supported.</p> <p>Refer students needing or requesting higher levels of support to KSONHS nominated student support officers.</p>	<ul style="list-style-type: none"> • All students are provided with adequate levels of clinical academic learning support. • All additional clinical academic support and/or reasonable adjustment for student is identified and recorded. • All students requiring requesting higher levels of clinical learning support are identified within reasonable timeframes and referred to KSON nominated student support officers.
<p>Course Evaluation and Development</p>	<p>Participate in the delivery of existing clinical practice requirements and courses.</p> <p>Participate in ongoing course and curriculum review and development.</p> <p>Participate in the development and/or contextualisation</p>	<ul style="list-style-type: none"> • 100% active attendance to clinical course/curriculum development meetings. • Clinical Nursing courses remain relevant and up to date consistent with professional, competence- and

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	<p>of course materials.</p>	<p>evidence-based clinical nursing practice and standards.</p> <ul style="list-style-type: none"> • Aligning and developing course materials to clinical to meet national and international health contexts where applicable.
<p>Clinical Teaching Support</p>	<p>Comply with all School of Nursing policies and procedures and maintain administration standards consistent with the KSON Quality Framework.</p> <p>Attend and participate in School meetings: Morning Staff, School, Team and Academic meetings as required and complete activities arising from those meetings.</p> <p>Collaborate and work together with Lecturers towards delivery of simulated and demonstration of clinical learning to students during class or lab work as required when all students are on theory blocks.</p> <p>Liaise with colleagues to obtain and maintain current and relevant clinical teaching resources, equipment, supplies and teaching support for both classroom and clinical learning.</p>	<ul style="list-style-type: none"> • 100% compliance with KSON policies and procedures and quality standards. • 100% attendance and participation at School, Clinical and Academic Committee meetings. • Administrative requests are responded to within reasonable timeframes. • Keep inventory of clinical teaching resources, equipment, supplies and teaching support is maintained at required levels.
<p>Research</p>	<p>Contribute to the School's research culture, research forum and research outputs towards clinical nursing practice of nursing students.</p> <p>Demonstrate a commitment to undertake research and scholarly activity individually and collaboratively that appraises, enhances and grows clinical learning of nursing students.</p>	<ul style="list-style-type: none"> • Negotiated annual professional development plan includes an agreed research component and performance targets, which may include an undergraduate study with a research component. • Research contribution made through clinical nursing forums, seminars,

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	<p>Actively participate in School research and scholarly activities related towards supporting students clinical learning as negotiated.</p> <p>Participate in the MHMS Clinical Nursing research programme towards enhancement and growth of General or Specialized Nursing practice as seen relevant and appropriate.</p>	<p>workshops, presentations and publications as negotiated under annual Professional Development Plan.</p>
<p>Professional development</p>	<p>Undertake necessary professional development: in-house, buddy system and on-the-job training to ensure compliance and consistencies with accepted and quality clinical nursing education standards and competencies and KSONHS Quality Framework standards.</p> <p>Obtain qualifications in the technical disciplines equal to the level of clinical teaching and assessment provided by Nursing Lecturers.</p> <p>Successfully complete the Graduate Certificate or higher qualifications in Tertiary Teaching or equivalent as required.</p> <p>Maintain current competence in all technical areas of clinical teaching in general or specialized nursing practice.</p> <p>Maintain current clinical nursing education and training competence.</p> <p>Complete all other GoK, MHMS and KSON professional development activities in relation to disability, gender, equality and sustainability.</p>	<ul style="list-style-type: none"> • Achieves 100% attendance to Professional development: in-house or on the job-training facilitated by the Academic Team (Nursing Clinical Practice and English) from KSON Midwifery program and completed in a timely manner. • Commit 100% to Buddy system to best learn Clinical Midwifery Educators' roles to students in Hospital, Community and Outer-island clinical practice. • All required professional qualifications are obtained and competence is maintained. • Graduate Certificate and higher qualifications in Tertiary Teaching and professional training and assessment competence is maintained.

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		<ul style="list-style-type: none"> • KSON and other professional development activities are fully attended and successfully completed.
Employer and health sector liaison	<p>Maintain effective and routine communication with external stakeholders.</p> <p>Contribute professional expertise to MHMS and Nursing Service.</p>	<ul style="list-style-type: none"> • Convene and attend relevant KIT Advisory Committee (CAC) meetings at least twice a year • Participate in MHMS Nursing advisory groups and clinical or specialized nursing workshops as appropriate, e.g., breast-feeding, health day celebrations, nursing assurance.
Marketing and promotion of Nursing Education programs within KSON.	<p>Promote the School and profession of nursing in response to community needs.</p> <p>Model and reinforce professional and KSON brand attributes.</p> <p>Work with a collaborative and team based approach.</p> <p>Implement relevant parts of the KSON Marketing Plan.</p> <p>Assist with planning and organising important School and KSON events, e.g., orientation, open days, graduation.</p>	<ul style="list-style-type: none"> • Promotion of a positive program and nursing professional and KSON Team culture is evident. • Full compliance with MHMS, and KSON policies, procedures, practices and quality systems is met. • Maintains Clinical Nursing Standards and KSONH key brand attributes. • KSON events are well planned and hosted in a professional manner consistent with KSON brand attributes.

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14. Key Challenges	15. Selection Criteria
<ul style="list-style-type: none"> • Consistently meeting all requirements of the KIT Quality Framework on a daily basis, relevant to this position. • Consistently providing high quality clinical teaching and assessment services, on a daily basis, in order to motivate students to achieve their best possible educational outcomes, relative to their learning capacity. • Always complying with the KSON “English Only” Policy. • Always promoting inclusiveness and fairness within KSON, consistent with the KSON Gender Equality Strategy and the KSON Disability Strategy. • Reinforcement of KSON brand attributes and values on a daily basis. 	<p>15.1 PQR (Position Qualification Requirement):</p> <p>Minimum Qualification Requirement:</p> <p>Education: University Bachelors Degree of Nursing Science plus a Teaching qualification in the Graduate Certificate of Tertiary Teaching.</p> <p>Experience:</p> <ul style="list-style-type: none"> • At least 5 years workplace and clinical experience in general nursing practice across all health care settings, which are highly relevant and required of the job-role. The 3 years’ working proficiency in expert knowledge and practice in nursing competencies is highly desirable and required of the job-role. <p>Job Training:</p> <ul style="list-style-type: none"> • Must have been involved or exposed in supervision, teaching and assessment of nursing student and novice nurses or beginning Registered Nurses in hospital, community or outer-islands health clinics, health dispensaries or health centres for at least 3 years. • Demonstrated capacity and willingness to participate in ongoing “on” and “off” the job professional development and training <p>15.2 Key Attributes (Personal Qualities):</p> <p>1. Knowledge and Experience</p> <ul style="list-style-type: none"> • Expert in wide range of nursing practice, psychomotor skills and competencies with authentic experiences is highly desirable. • Up-to-date knowledge of nursing practice is highly desirable.

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- Tertiary teaching experience in nursing is highly desirable.
 - Knowledge of generally accepted international competency requirements for the Registered Nurse Scope of Practice is required.
 - An understanding of the principles of cultural safety, and a commitment to the development of a culturally sensitive working and learning environment.
 - An understanding of current issues and directions in nursing practice
- 2. Skills:**
- Highly developed oral and written communication skills
 - Proven organisational and planning skills are essential.
 - Curriculum development experience is desirable.
 - English language competency to successfully train and assess in English.
 - Computer literate with the ability to use Microsoft Office inclusive of Word, Spreadsheet and Powerpoint to levels required for the delivery and support of training and assessment.
- 3. Attributes**
- High level of motivation and commitment to teaching Kiribati nurses of the future.
 - Flexible and responsive approach needed to maintain a creative, innovative and fresh approach to teaching.
 - Ability and commitment to facilitate a culturally safe teaching and learning environment.
 - Sound judgment and decision-making regarding teaching roles and responsibilities
 - Willingness to work beyond normal working hours
 - High degree of professionalism as a clinical nurse educator who could teach and assess nursing students professionally;

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| | <ul style="list-style-type: none">• A good role model for KSON students reflective of the values and traditions of the nursing profession, KSON values and MHMS and brand attributes.• Ability to work within a respectful, collaborative and team based work environment.• Inclusive and non-discriminatory attitudes to all colleagues and students.• Commitment and ability to adhere to all MHMS and KSON OHS directives and aspirations.• Commitment and ability to provide quality fair and equitable teaching and assessment to all nursing students. |
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