

POSITION DESCRIPTION

Position Title:	Simulation Educator
Business Unit/Department:	Centre for Education
Division:	People, Culture & Communications
Award/Agreement:	Nurses & Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement
Classification:	Educator (Major) (RN35)
Reports To:	Education Coordinator - Simulation
Direct Reports:	NA
Date Prepared/Updated:	11 March 2025

Position Purpose

The Simulation Educator is responsible for designing, developing and facilitating simulation activities in the simulation centre and clinical areas. This position is also responsible for educating other educators in simulation so they can utilise simulation as an educational tool. This role may be based at one or more sites and cross campus travel will be required. This role can work across 5 days a week with start and finish times changing slightly due to demand.

Business Unit Overview

Western Health recognises the importance of career development for its staff. The Centre for Education (CE) is a key provider of clinical support, professional development and continuing education for nurses, midwives, other health professionals and non-clinical staff. The CE aims to provide an efficient and effective integrated education service that addresses the learning, education and training needs of Western Health from a perspective of life-long learning and professional development.

Key Responsibilities

- Designing, developing and facilitating simulation scenarios
- Involved in pre brief and debrief for simulation
- Facilitating simulations if required – most areas should bring their own faculty to incentre simulation activities
- Evaluating simulation activities
- Working with members of the broader education teams to upskill them in simulation.

In addition to the key responsibilities specific to your role, you are required to deliver on the [Key Organisational Accountabilities](#) which are aligned with the Western Health strategic aims.

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Key Working Relationships

Internal:

- Director Education and Learning
- Manager Education and Learning – Nursing
- Education Coordinator - Simulation
- Members of Simulation team
- Centre of Education Team
- Participants in simulation activities

Selection Criteria

Essential:

- Registered Nurse with AHPRA
- Post Graduate certificate
- Enthusiastic and willing to learn new skills
- Excellent verbal and written communication skills
- Aligns with the Western Health values of: Compassion, Accountability, Respect, Excellence and Safety
- An interest in healthcare and simulation
- A good team player with a positive attitude
- Accepts constructive feedback and works to constantly improve
- Demonstrate excellent communication skills both written and verbal.
- Demonstrate the ability to work autonomously in the role
- Possess highly developed interpersonal skills including conflict resolution strategies.
- Demonstrate an ability to work collaboratively as part of multidisciplinary, nursing and education team.
- Possess knowledge of relevant legislation, policies and human resource procedures.
- Be innovative, resourceful and adaptable to change.
- Have recent experience in nursing education and delivery of training.
- Proficient in the use and possess the ability to trouble-shoot ICT systems.

Desirable

- Previous experience in simulation
- Hold or working towards a Master's degree
- Experience in a clinical leadership role.

Additional Requirements

All employees are required to:

- Obtain a police/criminal history check prior to employment
- Obtain a working with children check prior to employment (if requested)
- Obtain an Immunisation Health Clearance prior to employment
- Report to management any criminal charges or convictions you receive during the course of your employment
- Comply with relevant Western Health clinical and administrative policies and guidelines.
- Comply with and accept responsibility for ensuring the implementation of health and safety policies and procedures
- Fully co-operate with Western Health in any action it considers necessary to maintain a working environment, which is safe, and without risk to health
- Protect confidential information from unauthorised disclosure and not use, disclose or copy confidential information except for the purpose of and to the extent necessary to perform your employment duties at Western Health
- 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 Western Health
- Be aware of and comply with relevant legislation: Public Administration Act 2004, Victorian Charter of Human Rights and Responsibilities Act 2006, the Victorian Occupational Health and Safety Act

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2004, the Victorian Occupational Health and Safety Regulations 2017 (OHS Regulations 2017), Fair Work Act 2009 (as amended), Occupational Health and Safety (Psychological Health) Regulations 2025, the Privacy Act 1988 and responsibilities under s141 Health Services Act with regard to the sharing of health information, the Family Violence and Child Information Sharing Schemes, Part 5A and 6A Family Violence Protection Act 2008, Safe Patient Care Act 2015, Mental Health & Wellbeing Act 2022

- Be aware of and comply with the Code of Conduct for Victorian Public Sector Employees and other Western Health employment guidelines

General Information

- Redeployment to other services or sites within Western Health may be required
- Employment terms and conditions are provided according to relevant award/agreement
- Western Health is an equal opportunity employer and is committed to providing for its employees a work environment which is free of harassment or discrimination. The organisation promotes diversity and awareness in the workplace
- Western Health is committed to Gender Equity
- Western Health provides support to all personnel experiencing family and domestic violence
- 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. Western Health reserves the right to modify position descriptions as required. Employees will be consulted when this occurs
- Western Health is a smoke free environment

I confirm I have read the Position Description, understand its content and agree to work in accordance with the requirements of the position.

Employee's Name: _____

Employee's Signature: _____ Date: _____

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