

## POSITION DESCRIPTION

<b>Position Title:</b>	Clinical Midwife Educator
<b>Business Unit/Department:</b>	Centre for Education
<b>Division:</b>	Education & Learning
<b>Award/Agreement:</b>	Nurses and Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement
<b>Classification:</b>	Educator (Major) – RN35
<b>Reports To:</b>	Education & Learning Manager
<b>Direct Reports:</b>	N/A
<b>Date Prepared/Updated:</b>	16 March 2026

### Position Purpose

The Clinical Midwife Educator (CME) will work with the Education team to provide clinical facilitation, education, supervision, consultation and liaise with midwifery staff, preceptors, transition to practice midwives, postgraduate and undergraduate midwifery students in the clinical setting.

The CME acts as a role model in setting the clinical standards and achieving high quality evidence-based midwifery care. They foster the development of cooperative professional relationships within the multidisciplinary health care team, and facilitate a working environment which provides professional development and job satisfaction for all staff.

As a member of the Education team, the CME is at the forefront of the provision of high-quality nursing/midwifery care to patients on a day-to-day basis. As a professional, the CME is accountable for:

- The maintenance of their own clinical knowledge, further education and working within the confines of their specific scope of practice at all times, in accordance with the boundaries set by their experience and skill
- Ensuring that they are registered to work as a Registered Nurse/Midwife in Australia at all times whilst working as a nurse/midwife within Western Health.

### 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 staff from a perspective of life-long learning and professional development.

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## Key Responsibilities



### **Support the development and learning of midwives:**

- Lead, support, direct and motivate midwifery staff in the provision of high quality, evidence based and culturally sensitive patient care
- Facilitate and perform midwifery interventions within professional standards and boundaries as described by the relevant professional bodies and Western Health, and ensure all midwifery staff adhere to the same standards
- Act as a positive role model, coach, mentor and clinical resource through the development, implementation and evaluation of teaching plans for midwifery staff that meet their learning needs
- Act appropriately to immediately manage any behaviours that do not meet policy and procedure ensuring safe patient care
- Maintain a high visible profile within the relevant areas of the organisation and provide a clinical resource service to midwifery staff in the health service
- Enhance practice through the teaching of clinical reasoning, and by applying these skills to the identification, implementation and evaluation of patient problems and outcomes
- Contribute to the education of midwifery and other professionals through the exchange and sharing of information gained from participation in meetings, portfolio management, seminars and conferences via in-services, presentations, education forums and team meetings
- Participate and contribute to improvement of policies, procedures and protocols and identify potential issues in midwifery practice and areas of improvement in clinical standards
- Assist with the organisation and facilitation of Study Days and education sessions/in services offered to staff through the continuing education calendar



### **Achieve performance excellence:**

- Assist in the development of clinical skills of staff by providing education, supervision, coaching and mentorship
- Assist with provision of feedback to staff on their performance, including performance management for graduate midwives and maintain records and documents relating to the performance and development of all staff
- Liaise with Midwife Unit Managers to provide education for midwifery staff identified as requiring management for poor performance
- Demonstrate effective communications and interpersonal skills in every aspect of the education/learning process
- Disseminate information to midwifery staff through verbal and/or written communication regarding midwifery and clinical practice, and report to departmental manager on a regular basis.



### **Participate in the management of current education programs**

- Provide clinical support and consultation to participants on a regular basis
- Assist with the facilitation of Study Days, including Orientation
- Provide peer support, debriefing and careers guidance for the participants
- Provide opportunities for continuing education for participants
- Provide ongoing feedback regarding clinical progress to participants and maintain open disclosure with relevant coordinators at all times
- Liaise with Midwife Unit Managers to assist and guide program participants identified as requiring management for underperformance
- Maintain records and documents relating to the performance and development of the education program participants.
- Assist with the promotion of the education programs via Expo, Open Evenings and University visits as directed by Education & Learning Manager, Centre for Education.
- Assist with the program recruitment process, including processing applications, facilitating and conducting interviews and reference checking, as directed by Education & Learning Manager, Centre for Education and Manager of the Nursing and Midwifery Workforce Unit

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### Evidence Based practice

- Using evidence-based practice, participate in evaluation of the progress of individuals and groups towards expected outcomes and reformulation of care plans.
- Be familiar with local and organisational policies, procedures and guidelines
- Contribute to adverse event investigations, and undertake individual and team-based reflective practice
- Participate and contribute to improvement of policies, procedures and protocols and identify areas of improvement in nursing practice
- Participate in new initiatives to enhance consumer outcomes and experience, or staff employment outcomes and experience
- Act to ensure safety by managing clinical risk and intervene, as necessary, to achieve optimal outcomes for patients/consumers and teams
- Be aware of Western Health's Strategic Priorities, and ensure activities align with these priorities



Enter specific responsibilities here or delete

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.

### Key Working Relationships

#### Internal:

- Director of Education and Learning
- Manager of Education and Learning – Women's & Children's
- Maternity Education Coordinator
- Directors of Nursing & Midwifery, Divisional Directors, Clinical Directors/Head of Units, Operation Managers
- Centre for Education team
- Quality Managers
- Professional leads other than Nursing/Midwifery
- Midwife Unit Managers
- Nursing/Midwifery staff
- Graduate Program participants
- Undergraduate and Postgraduate midwifery students
- Medical staff

#### External:

- Patients and their significant others
- Community service providers
- Education Providers
- Community of Western Health

### Selection Criteria

#### Essential

- Registration as a Registered Nurse/Midwife with the Australian Health Practitioner Regulation Authority (AHPRA)
- Minimum of four years post midwifery registration experience with advanced clinical knowledge and skill across the pregnancy continuum
- Knowledge of current clinical issues & challenges in relevant specialist area
- Demonstrate excellent communication skills, both written and verbal

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- Demonstrate the ability to work autonomously
- Possess highly developed interpersonal skills including conflict resolution strategies
- Demonstrate an ability to work collaboratively as part of multidisciplinary, midwifery and education team
- Possess knowledge of relevant legislation, policies and human resource procedures
- Be innovative, resourceful and adaptable to change
- Have recent experience in clinical midwifery education and delivery of training
- Demonstrates understanding and experience of adult learning frameworks and learning styles
- Ability to work within an evidence based framework
- Good computer literacy skills, including proficiency in the use of, and ability, to trouble-shoot ICT systems
- RANZCOG FSEP Level 3 practitioner level
- Experience in IV cannulation
- Experience in perineal repair (or willingness to develop this skill within the first 3 months in post)
- Experience in discharge examination of the healthy term newborn (or willingness to develop this skill within the first 3 months in post)
- Experience in providing care to women with high dependency needs (or willingness to develop this skill within the first 6 month in post)
- Current Train the Trainer for core competencies including Back for Life/Manual Patient Handling, Neonatal and Basic Life Support (or willingness to develop this skill within the first 3 months in post)
- [Click here to enter specialist details.](#)

#### **Desirable**

- Master's qualification with an educational focus, or working towards one
- At least 12 months of experience within a clinical midwifery education setting
- 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
- 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 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, Part 5A of the Family Violence Protection Act 2008 and Part 6A of the Child Wellbeing and Safety Act 2005.

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- 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: [Click here to enter the Employee's name.](#)

Employee's Signature: \_\_\_\_\_

Date: [Click here to enter a date.](#)

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