Head Office: 220 Franklin Street, Adelaide SA 5000
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Aboriginal Health Council of South Australia Ltd.

Position: CLINICAL EDUCATOR (CASUAL)

Work Group: RTO

Reports to: Senior Clinical Educator,

Classification Code*:* Level 6

Employment status: Casual

Approval: ..... **Date:**……..

Executive Board Aboriginal Health Council of SA Ltd.

JOB SPECIFICATION

1. Organisational overview

The Aboriginal Health Council of South Australia Limited (AHCSA) is the peak body representing Aboriginal community-controlled health and substance misuse services in South Australia at state and national levels.

Our primary role is to be the 'health voice' for all Aboriginal people in South Australia. We achieve this by advocating for the community and supporting workers through our Member Services with appropriate Aboriginal health programs based on a holistic perspective of health.

AHCSA delivers nationally accredited training and has been registered with the Australian Skills Quality Authority (ASQA) as a Registered Training Organisation (RTO) since 2004 (RTO 40142). AHCSA prides itself on providing a comfortable learning environment reflective of the organisation's cultural values and connections.

2. Summary of the broad purpose and characteristics of the position

The Casual Clinical Educator is responsible for delivering high quality accredited vocational education and training programs for the Aboriginal health sector through AHCSA's RTO.

This position involves key activities in educational planning, delivery, and assessment, with a focus on enhancing the experience of AHCSA students and maintaining a positive and supportive learning environment. Key responsibilities include course delivery, curriculum revision, quality assurance, student engagement and support, as well as maintaining the administrative requirements related to training programs.

The Casual Clinical Educator plays a pivotal role in helping AHCSA build a well-qualified and skilled Aboriginal Health Workforce, supporting Member Services to strengthen the Aboriginal community-controlled health sector, and contributing to improving the capacity of mainstream health services to effectively address the health needs of Aboriginal communities.

3. Organisational relationships and extent of authority

The Casual Clinical Educator is accountable to and reports to the Senior Clinical Educator, Registered Training Organisation and works in close collaboration with all members of the RTO team, students, AHCSA staff, Member Services and key stakeholders. In particular, it works closely with other Educators to coordinate work priorities and ensure a consistent approach.

The position operates with a level of autonomy in the planning and delivery of educational programs, applying specialist educational knowledge and skills and adhering to well-established policies, procedures, methods, and guidelines in its day-to-day work. The position uses initiative and professional judgment as necessary.

4. Special conditions

- This position is subject to Australian Skills Quality Authority compliance criteria.
- National Police Certificate required.
- Valid Working with Children Check (WWCC)
- Out-of-hours work may be required.

5. Statement of Key Responsibilities

The Casual Clinical Educator is responsible for:

Curriculum and Course Delivery and review: *Preparing and delivering RTO qualifications, teaching methods, course materials and resources to meet student and industry needs by:*

- Preparing, delivering, and assessing qualifications offered by the RTO, including workshop facilitation and simulations, while maintaining a positive and supportive learning environment.
- Reviewing and developing facilitation material in a timely manner (session plans, PowerPoints, etc.).
- Ensuring that course delivery and associated materials are ASQA and AHPRA compliant, current, and aligned to the appropriate AQF level.
- Undertaking research to prepare and customise existing learning and assessment resources to meet the requirements of students, employers, and industry.
- Reviewing and maintaining teaching and assessment activities and materials.
- Contributing to effective education training programs through the provision of appropriate counselling and flexible teaching strategies.

Quality Assurance and Compliance: *Ensuring RTO offerings comply with industry standards, are culturally appropriate and meet the needs of students and the sector by:*

- Regularly conducting validation and moderation activities in line with RTO processes.
- Assisting in the operational activities of the RTO to ensure Australian Quality Training Framework (AQTF), ASQA, and AHPRA compliance is maintained.
- Evaluating the delivery and content of accredited courses to ensure quality, consistency, and cultural integrity are maintained.
- Participating in meetings, activities and networks (both internal and external) relevant to the work of the RTO, including in relation to the cultural considerations associated with RTO offerings.
- Participating in personal professional development to maintain current competence in industry best practices and ensure teaching practices, approaches and content are relevant to student and sector needs.
- Participating in Continuous Quality Improvement (CQI) activities of the RTO.

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REQUIREMENTS OF THE POSITION

6. Essential Skills, Knowledge, Experience, Qualifications and/or Training

6.1. Knowledge, Skills, Abilities and Behaviours

AHCSA's **Organisational Capability Framework** outlines the essential knowledge, skills, abilities, and behaviours required to succeed in each role. This framework is a critical tool for attracting, recruiting, developing, and retaining a capable, adaptable, and responsive workforce.

The framework defines core and technical capability areas. Core capabilities apply to **all positions**, and technical capabilities are specific to **particular positions** within AHCSA.

The following capabilities have been identified as vital for the effective performance of this position and will be assessed during the recruitment process. These competencies are key to ensuring success and alignment with AHCSA's goals and values.

CAPABILITY AREA	DESCRIPTORS
core capability | PERSONAL ATTRIBUTES	
Cultural Respect and Inclusiveness Engage stakeholders inclusively, respecting Aboriginal cultural values and diverse community insights to guide actions.	• Create opportunities to improve knowledge of teams in diversity and inclusion. • Integrate cultural respect into all professional practice. • Tailor approaches to align with the cultural preferences of Aboriginal people and communities. • Identify and address culturally insensitive practices.
technical capability | EDUCATION, TRAINING & WORKFORCE DEVELOPMENT	
Teaching Apply educational theories to meet diverse needs, design flexible learning experiences, and lead strategies to foster engagement.	• Review relevant theoretical frameworks about learning and teaching in VET, applying and modeling their use in VET teaching practice. • Lead learning design across varying contexts for a range of delivery methods. • Model a broad range of facilitation techniques. • Lead others to develop facilitation approaches across a range of delivery contexts.

6.2. Experience

- Extensive clinical experience working as an Aboriginal Health Worker or Practitioner, Enrolled Nurse or Registered Nurse, ideally in the Primary Health and/or ACCHO sector.
- Experience in delivering adult education to Aboriginal individuals and groups, applying adult learning principles to educational delivery and assessing and providing feedback to students.
- Experience in using active learning methodologies, such as simulation, case-based learning, role-playing, and practical demonstrations to engage students.

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6.3. Educational/Vocational Qualifications

- Certificate IV Training and Assessment or equivalent.
- Qualifications as either;
    - Aboriginal Health Worker, Certificate III
    - Aboriginal Health Practitioner, Certificate IV
    - Health practitioner registered with AHPRA, with specialization in primary health care
    - Enrolled Nurse, Diploma of Nursing or equivalent or
    - Registered Nurse, Bachelor of Nursing or equivalent.

7. Desirable Experience, Qualifications and/or Training

7.1. Experience

- Experience in adult education.
- Experience in educational curriculum development.

7.2. Educational/Vocational Qualifications

- Tertiary qualifications in adult education.
- Tertiary qualifications in primary health care

Acknowledged by Occupant

……

Print name Signature Date