

Position	Clinical Support and Education Officer
Date effective	January 2017
Conditions	Individual common law contract

Who we are:

Lutheran Services is a respected not-for-profit organisation providing services in the fields of aged care, disability, family support, youth support and chaplaincy in Queensland. Lutheran Services provides quality and contemporary support and accommodation for older people, youth and their families, people living with disability or mental illness, and families experiencing domestic violence and hardship.

Our philosophy and vision

Lutheran Services exists to serve. Delivering the best in service, care and accommodation while making a meaningful contribution to communities is at the core of what we do.

Our values

- Offering grace and hope
- Delivering faithful service
- Respecting the dignity of the people we serve
- Fostering a committed and innovative culture
- Securing a sustainable future

Purpose of the role

To support Lutheran Services' capacity to deliver high quality clinical services to residents in its aged care services and to meet accreditation requirements.

Reporting relationships

The position reports to the Manager - Clinical and Quality Systems, and works in close collaboration with other members of the clinical support and education team.

This position has no direct or indirect reports (except when the occupant is relieving in another role that does have direct reports).

Qualifications/Experience

- Division one Nursing Registration (AHPRA)
- Significant post graduate experience and/or previous clinical education experience
- Working knowledge of ACFI and Icare software
- Australian Driver's License

Legislative/policy requirements

All employees must have a current National Police check and will be required to provide proof of working rights. The incumbent will be required to provide medical information relevant to this position by submitting to a pre-employment medical and be deemed fit by Lutheran Services Chief Medical Officer.

Roles and responsibilities

Within the policies established by Lutheran Services and working in collaboration with relevant managers and employees, the occupant of this position will:

- Support, advise and educate clinical staff in Lutheran Services facilities to assist them in delivering high quality services, keeping up-to-date with their clinical skills, developing appropriate attitudes and contributing to a positive workplace culture;
- Provide professional leadership to clinical staff and work collaboratively with relevant managers;
- Support all Lutheran Services facilities in delivering high quality, appropriate care and continue to meet all related standards required to maintain accreditation;
- Undertake 'gap analyses' and systems audits within Lutheran Services facilities and recommend improvements required;
- Complete short-term assignments acting in critical clinical roles in services (by mutual agreement);
- Ensure Clinical Quality and Risk Management programs are followed.

NOTE: This position statement is not intended to be all-inclusive. Employees may perform other related duties as negotiated to meet the ongoing needs of the organisation.
