



Australian Government
Organ and Tissue Authority

EOI-Organ and Tissue Authority

Clinical Programs Team – Education Specialist

Employment Type: 1.0 FTE (or part thereof) for 12 months	Location: negotiable with virtual capability
Closing Date: COB 17 th March	Contact: Rosalie Grivell – Rosalie.grivell@donatelife.gov.au

Background

The Organ and Tissue Authority (OTA) is calling for Expressions of Interest (EOI) from the Donatelife network staff to provide clinical education expertise to the Clinical Programs team in support of the development, delivery and review of the National Education Program to enable and enhance best practice educational support of the health professionals who intersect with the Donation and transplantation sector in Australia.

Position Overview:

The role will provide expertise on specific education projects required to meet the OTA's strategic priorities. Providing educational expertise as part of the Clinical Programs team to support the development, delivery and review of the National Education Program and specific educational projects and offerings.

The role is part of the OTA team and works closely with Donatelife Agencies and the broader clinical community across the donation, retrieval, and transplantation system in Australia to support the educational needs of health professional staff, whose role is critical to the delivery of the national donation program. It will enhance the educational offerings and the teams' ability to support the education needs of staff in the sector, through current and innovative educational knowledge and pre-existing skills in the timely development and delivery of education across all modes and levels.

This role is available up to **1.0 FTE secondment opportunity for 12 months** with the possibility of extension.

Specific Duties

Working as a member of a small team, you will manage specific projects under the national clinical program, contributing to the purpose of the Agency. In this role you will:

- Support the development, implementation and delivery of a comprehensive review of the current program for professional education for Donation Specialists
- Work alongside the newly formed Education Working Group and develop an education strategy to guide ongoing development and review of education delivered.

- Based on the outcome of the above review, coordinate any necessary developments and modifications to the structure of the professional education program.
- Lead the development and implementation of an Education Pathway that will provide ongoing holistic educational support for the complete professional journey of a Donation Specialist Nurse/Coordinator and other professional and portfolio groups.
- Review the national competency framework for coordinating the donation process in Australia with aim to improve usability, applicability and accessibility of the framework.
- Contribute to the expertise and development of stakeholders with regards to educational best practice throughout the DonateLife Network

Capabilities

- Recent knowledge, working experience and qualifications in areas of clinical nursing or health professional education (relevance to organ donation and transplantation is desirable)
- Knowledge and understanding of organ, eye and tissue donation clinical and systems processes, and the educational needs of stakeholders who work across the system
- Strong ability to manage and foster close working relationships with a range of stakeholders and team members
- High level of proficiency in written and verbal communication with technical experience in educational material development
- High level proficiency in the utilisation of Learning Management Systems and online collaboration tools.
- High level organisation and time management skills and the ability to manage competing priorities while maintaining high work standards.
- Self-motivating and able to independently manage projects with limited supervision
- Ideally demonstrate an understanding of the clinical health system and the tertiary educational system
- Demonstrate behaviours consistent with the values of our organisation and the Australian Public Service
- Demonstrate a commitment to the health, safety and wellbeing of all employees

Eligibility

We value diversity in gender, backgrounds, culture and experience of our employees and we are committed to providing an inclusive workplace culture that ensures everyone has equal opportunity to contribute, participate and progress. Applicants who are Aboriginal and/or Torres Strait Islander, come from a diverse cultural or linguistic background or have a disability are encouraged to apply. We aim to ensure that all applicants are treated fairly and that they have equal access to job opportunities.

Applicants are encouraged to discuss their EOI with their local Agency Manager. The OTA will work with the relevant state/territory Donatelife Agency of the successful applicant to appoint this position and negotiate funding arrangements.

To apply

Applicants are required to submit a **CV** and **one page expression of interest** outlining your skills, knowledge and experience to recruitment@donatelife.gov.au by **C.O.B. 17th March 2023**

Contact officer:

Any enquiries regarding the role or EOI process can be directed to Rosalie Grivell at Rosalie.grivell@donatelife.gov.au