



NOTES

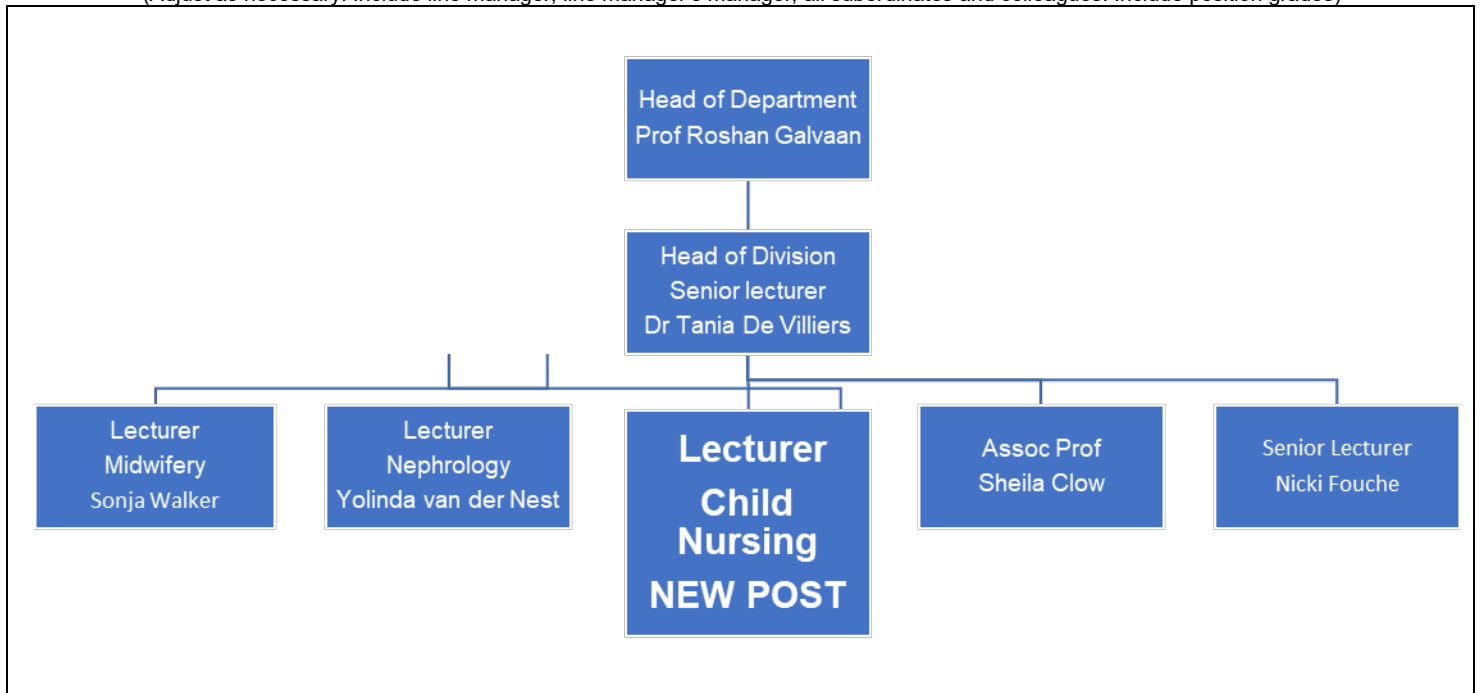
- Forms must be downloaded from the UCT website: <http://forms.uct.ac.za/forms.htm>
- This form serves as a template for the writing of position descriptions.
- A copy of this form is kept by the line manager and the position holder.

POSITION DETAILS

Position title	Lecturer: Child Nursing - Postgraduate		
Job title (HR Practitioner to provide)			
Position grade (if known)	Lecturer	Date last graded (if known)	
Academic faculty / PASS department	Faculty of Health Sciences		
Academic department / PASS unit	Department of Health & Rehabilitation Sciences		
Division / section	Division Nursing & Midwifery		
Date of compilation	20 May 2022		

ORGANOGRAM

(Adjust as necessary. Include line manager, line manager's manager, all subordinates and colleagues. Include position grades)



PURPOSE

The main purpose of this position is to:

- convene the Postgraduate Diploma in Child Nursing.
- teach and coordinate the following three courses: Leading Quality and Safety in Child Nursing, Principles of Children's Nursing and Children's Nursing Practice. The latter includes theoretical programme delivery and clinical learning facilitation.
- supervise Masters' students research, both coursework and dissertation.
- participate in research related to the division's niche research areas and help strengthen Children's Nursing research.
- assist with administration and management at Divisional level; and
- contribute broadly to scholarship, development and advancement of Children's Nursing and Advanced Child Nurse Practitioner preparation at the Master's in Nursing for Child Nursing (Professional Masters) programme level.
- Contribute to leadership and management activities in the Department

CONTENT

Key performance areas (4 – 6) (What)	% of time spent	Activities / Objectives / Tasks (How)	Results / Outcomes (Why)
<p>1</p> <p>Teaching and Learning</p> <ul style="list-style-type: none"> • Course Convener of three courses – Leading Quality and Safety in Child Nursing, Principles of Children’s Nursing and Children’s Nursing Practice. The latter includes theoretical programme delivery and clinical learning facilitation. • Supervise Masters’ students research, both coursework and dissertation. 	<p>50</p>	<ul style="list-style-type: none"> • Plan and deliver three courses. • Teaching responsibilities include planning, preparation, delivery, evaluation. Correctly tracking content delivery and learning on VULA platform • Rigorous evaluation and reflections and <i>as per unit norms</i> • Actively participate and contribute to regular ward rounds in the Units where the students are placed. • Additional sessions and assessment in PGDip Nursing courses and clinical examinations • Development of programmes and materials • Contribute to Curriculum Development and attend Division of Nursing & Midwifery meetings to ensure programme and SANC alignment with all PG Diploma Nursing Streams • Develop innovative modes of presenting the programme to expand access. This includes blended on-line and in-person teaching and learning 	<p>Successful programme delivery, student assessment and completion to enable graduation of 15 - 20 students per year.</p>
<p>2</p> <p>Research</p> <ul style="list-style-type: none"> • Contribute to the evaluative research of the Postgraduate Diploma in Children’s Nursing • Encourage student involvement in research • Supervision of students at master’s level. • Publish with students. • Develop own research contribution in Child Nursing research 	<p>20</p>	<ul style="list-style-type: none"> • Evaluate/audit the effectiveness of teaching and learning interventions that are undertaken. • Identify and facilitate students’ ability to identify applied clinical Children’s Nursing research that will have consequences for Children’s Nursing, and health care practice. • Facilitation of a student journal club • Presentation at conferences • Extend and apply expert knowledge in related fields, e.g., matters related to children’s health and well-being. • Collaborate with research with stakeholders, including the UCT Child Nursing Practice Unit where feasible 	<p>Submit at least one publication to peer reviewed journals every 2 years.</p>

Key performance areas (4 – 6) (What)	% of time spent	Activities / Objectives / Tasks (How)	Results / Outcomes (Why)
<p>3</p> <p>Management, Leadership & Administration</p> <ul style="list-style-type: none"> Course convenor of three courses –requires an active role in course and stream management and administration <p>Contribute to Departmental management and administration through Committee involvement</p>	20	<p>Course and stream management and administration includes the following:</p> <ul style="list-style-type: none"> Timetable planning Organising clinical placements and associated student and services liaison. Organising learner applications for the SANC registration purposes. Organisation and completion of clinical examinations, including collation of marks Monitoring of progress of meeting SANC requirements (clinical hours and competencies) and liaising with personnel to ensure student registration with SANC. Providing emotional and educational/academic support to students. Ensuring the structure and maintenance of VULA course pages. Refining design of course evaluations and instrumental in making completion accessible through VULA Contribute to departmental goals through active contributions at Departmental committee level 	<p>Effectively manages and administers the three courses.</p>
<p>4</p> <p>Social Responsiveness</p> <ul style="list-style-type: none"> Active involvement in Child health community outreach programmes and related matters. 	10	<ul style="list-style-type: none"> Contribute actively to creating and sustaining partnerships in the clinical and academic settings to facilitate student-learning experiences and to improve health and Children’s nursing practice in child nursing settings Involvement, support of, and contribution to development of evidence-based Children’s nursing. Establish links and collaborations with community outreach projects for Child health. 	<p>Established communication between unit and clinical facility managers</p> <p>Evidence of scholarly contribution to Children’s Nursing and community practice, for sustainable community involvement.</p> <p>Evidence of contribution to improving enrolment of students in programmes offered by the Division of Nursing and Midwifery at UCT.</p>

MINIMUM REQUIREMENTS

Minimum qualifications	A Master's degree in Nursing A South African Nursing Council (SANC) accredited qualification in Child Nursing. Registered with SA Nursing Council as a General Nurse, Midwife, and Nurse Educator Evidence of an Assessor and Moderators Certificate registered with SANC.			
Minimum experience (type and years)	Three years' teaching experience at a postgraduate level. Five years clinical experience as a Child Nurse Specialist.			
Skills	As per Scope of Professional Conduct of the South African Nursing Council (SANC)			
Knowledge	The incumbent will have to have some knowledge of (or become familiar with) the essential role that evidence-based nursing and clinical nursing leadership plays within the Western Provincial Government Department of Health, SANC, Council on Higher Education (CHE) and Faculty of Health Sciences (FHS) processes not only for purposes of accreditation but improved healthcare outcomes for patients.			
Professional registration or license requirements	Registered as a General Nurse and Midwife with the South African Nursing Council Registered as a Nurse Educator with the South African Nursing Council Registered as a Child Nurse specialist Evidence of an Assessor and Moderator Certificate registered with the SANC			
Other requirements (If the position requires the handling of cash or finances, other requirements must include 'Honesty to handle cash or finances'.)	N/A			
Competencies (Refer to UCT Competency Framework)	Competence	Level	Competence	Level
	Analytical Thinking / Problem Solving	2	Creativity & Innovation	2
	Building Interpersonal Relationships	2	Developing Others	2
	Student Service & Support	2	Planning & Organising/Work Management	2
	Communication	2	Working within a team and able to engage in collaborative projects.	2

SCOPE OF RESPONSIBILITY

Functions responsible for	Teaching, postgraduate supervision including Masters' students initially, and PhD candidates after obtaining a PhD; participate in curriculum development processes aligned with the SANC Nursing competencies; research; academic administration; social responsiveness.
Amount and kind of supervision received	Induction; orientation; annual performance review; can function independently. Will attend the New Academic Practitioner's Programme (NAPP), Emerging Researchers Programme supervision preparedness seminars and any others that will benefit the incumbent to perform the job requirements and professional development.
Amount and kind of supervision exercised	Postgraduate supervision including Masters' students initially, and PhD candidates after obtaining a PhD.
Decisions which can be made	Decisions related to functions for which the individual is responsible
Decisions which must be referred	Implementation and contributions to Programme and Divisional decisions

CONTACTS AND RELATIONSHIPS

Internal to UCT	Members within the division, department, faculty and university
External to UCT	Collaboration with other Children's institutions including the private sector. Western Cape Department of Health and matters of the clinical platform and facilities. Research partners