



## POSITION DESCRIPTION

<b>POSITION TITLE:</b> Regional Obstetrical Education Facilitator	<b>DEPARTMENT:</b> Staff Development, Infection Prevention & Control
<b>CLASSIFICATION:</b> Nurse IV	<b>APPROVED BY:</b> Regional Lead – Acute Care & Chief Nursing Officer
<b>UNION:</b> Manitoba Nurses' Union (MNU)	<b>DATE APPROVED:</b> October 2024

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### REPORTING RELATIONSHIPS

**POSITION REPORTS TO:** Director, Health Services

**POSITIONS SUPERVISED:** None

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### POSITION PURPOSE

Reporting to the Director, Health Services, the Regional Obstetrical Education Facilitator participates as an active member of the Regional Staff Development team. The incumbent will assume responsibility for a collaborative planning, development, coordination, implementation, and evaluation of the Regional Obstetrical education program while functioning under the goals, objective, core values and policies of Southern Health-Santé Sud. The position includes resource development with elements of research application and integration, and policy and procedure development as it relates to the promotion of an optimal standard of safe patient care.

The incumbent will exercise the appropriate level of initiative and independent judgment in determining work priorities, work methods to be employed and action to be taken on unusual matters. The position functions in a manner that is consistent with the mission, vision and values; and the policies of Southern Health-Santé Sud.

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### ESSENTIAL FUNCTIONS AND BASIC DUTIES

Duties and functions include but are not limited to the following:

- Functions as a member of the Staff Development team to provide Clinical Obstetrical education and training programs for employees in all acute care facilities (primary focus on the designated obstetrical sites) within the region.
- Responsible for the learning needs assessment, planning, implementation, and evaluation of Regional Staff Development programs related to Obstetrical care in collaboration with the appropriate organizational leaders.
- Participates in the annual goals and objectives for Staff Development.

- Responsible for the coordination and delivery of the Obstetrical orientation education program for new Obstetrical employees of Southern Health-Santé Sud inclusive of physicians and students.
- Evaluates staff/students theoretical knowledge and clinical progress throughout courses/programs and provides feedback both formally and informally.
- Assists staff/students in development of critical thinking and problem solving skills, and applying concepts in clinical practice.
- Participates in the Certification and Recertification of employees in required skill competency checks related to obstetrical care.
- Identifies and operationalizes best practice based on research findings.
- Participates in the development/revision of Regional Obstetrical policies and procedures in collaboration with the Regional Lead - Acute Care & Chief Nursing Officer.
- Participates in CQI/Risk Management activities pertinent to Obstetrical Education.
- Maintains attendance records and evaluations of educational programs provided.
- Participates in ordering and maintaining current instructional and reference material.
- Participates in the budgetary planning process, as assigned by the Director, Health Services – Staff Development, Infection Prevention & Control
- Participates in specials projects related to Obstetrical Care education.
- Participates on committees such as MORE<sup>OB</sup> teams, Regional Obstetrical Team and Regional Perinatal team, Maternal/Child team and Regional Staff Development team.
- Provides relief for other Clinical Education Facilitators in the region as required.
- Provides a monthly report of activity to Director, Health Services – Staff Development, Infection Prevention & Control.
- Contributes to making the organization safe for patients, residents, clients and staff, and recognizes the importance of reporting unsafe situations and participating in follow up reviews as a learning opportunity.
- Pursuant to the Regional Health Authority Act, Southern Health-Santé Sud is designated bilingual (English/French). Accordingly, all employees accept responsibility to support clients in their official language of choice.
- Performs other duties as assigned.

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RESPONSIBILITIES AND ACCOUNTABILITIES ARE ASSIGNED IN BROAD ORGANIZATIONAL OBJECTIVES. THE POSITION IS SUBJECT TO REVIEW OF GENERAL EFFECTIVENESS AND ATTAINMENT OF OBJECTIVES THROUGH PERFORMANCE MEASUREMENTS.

### **PERFORMANCE MEASUREMENTS**

1. Successful completion of probation.
2. Biannual performance appraisal.
3. Works within established guidelines and competencies as evidenced by reviews and audits.

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### **QUALIFICATIONS**

#### **EDUCATION/CERTIFICATION:**

- Baccalaureate Degree in Nursing.
- Current Active Registration with the College of Registered Nurses of Manitoba (CRNM) and the scope of practice as defined by the Regulated Health Professions Act (RHPA).
- Certification in Adult Education.
- Basic Life Support (BLS) Certification.
- Current Neonatal Resuscitation (NRP) Program registration.

- Current Instructor Certification in Neonatal Resuscitation Program.
- Current Electronic Fetal Monitoring Course/Instructor status.

**REQUIRED KNOWLEDGE:**

- Knowledge of the principles of Adult Education, teaching and learning strategies.
- Proficiency in Microsoft Office Applications and Email.

**EXPERIENCE REQUIRED:**

- Minimum five (5) years full time nursing experience in Obstetrical area.
- Minimum two (2) years experience in Adult Education.
- Experience in the use of Simulation.

**SKILLS/COMPETENCIES/CONDITIONS OF EMPLOYMENT:**

- Demonstrated leadership ability.
- Demonstrated ability to work collaboratively within team and working group structures.
- Demonstrated ability to foster a collaborative interdisciplinary environment that supports quality services/quality improvement and staff empowerment.
- Demonstrated conflict resolution skills.
- Demonstrated effective oral and written communication skills.
- Ability to use an analytical and inquiring approach to problem-solving and program development.
- Demonstrated ability to lead and make decisions independently.
- Strong organizational skills and flexibility to meet the demands of the position.
- Demonstrated participation in continuing education activities.
- Demonstrated ability to work with minimal supervision.
- Demonstrated ability to establish and maintain positive working relationships.
- Given the cultural diversity of our region, the ability to respect and promote a culturally diverse population is required.
- Proficiency of both official languages is essential for target and designated bilingual positions.
- Demonstrated ability to respect confidentiality including paper, electronic formats and other mediums.
- Demonstrated ability to meet the physical and mental demands of the job.
- Good work and attendance record.
- Completes and maintains a satisfactory Criminal Record Check, Vulnerable Sector Search, Adult Abuse Registry Check and Child Abuse Registry Check, as appropriate.
- All Health Care workers are required to be immunized as a condition of employment in accordance with Southern Health-Santé Sud policy.
- Requires a valid Class 5 driver's license, an all purpose insured vehicle and liability insurance of at least \$1,000,000.00.

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**WORK CONDITIONS:**

- No hazardous or significantly unpleasant conditions.
  - May work occasionally evenings and weekends as necessary.
  - Will be required to travel to other regional facilities as the position duties may require.
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**SALARY SCALE:**

As per the MNU Collective Agreement Salary Scale.

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*Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff, and termination decisions. Well constructed job descriptions are an integral part of any effective compensation system.*

*All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been excluded. Requirements, skills and abilities included have been determined to be the minimal standards required to successfully perform the position. In no instance, however, should the duties, responsibilities, and requirements delineated be interpreted as all inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.*