

## **Nurse Educator**

Conceptualized in the year 2004 as a philanthropic initiative for the Eastern and North-Eastern parts of India and the neighbouring countries, the Tata Medical Center (TMC) started operations in Kolkata on May 16, 2011. The hospital is governed by a charitable trust – Tata Medical Center Trust. It is an integrated Oncology facility with well-trained professional staff and equipped with modern facilities and the most contemporary medical equipment. Set up cost of above Rs. 400 cores, the Hospital, with a capacity of 437 beds, serves all sections of the society, with 50% of the infrastructure earmarked for free or subsidized treatment for the underprivileged sections. The hospital provides a wide spectrum of services from diagnosis, therapy to rehabilitation and palliative support in cancer. The institution's objective is to excel in service, education and research.

To fulfill the above objectives TMC invites applications for the position of Nurse Educator.

### **Qualification:**

M.Sc Nursing / BSc Nursing or Equivalent

### **Experience:**

Minimum 10 years of experience post M.Sc Nursing or 12 years of Post BSc (N) with Teaching experience in a collegiate level.

### **Brief Job Description:**

Nurse Educator will be a healthcare professional who has gained a high level of expertise in nursing. She will educate and train aspiring nurses or newly graduated nurses, upgrade nurses education and skill level and activity involve in M.Sc Nursing Programme.

She must have the following qualities:

- Research minded
- Flexibility in educational approach
- Innovative and creative methods of teaching learning
- Dynamic leadership
- Articulate and effective communicator
- Analytical skills
- Motivational, guidance and counseling abilities

### **Duties and Responsibilities:**

- Nurse Educator will plan, design and implement curricula and arrange matter for nursing courses
- They will mentor and teach staff nurses at various levels
- They may also have to speak at nursing conferences and workshops \
- They will also perform clinical research and evaluate nurse in service programs to see if the institutional clinical needs are met
- They will need to keep track of the latest developments in the field of Oncology and incorporate those changes so that newest trends and changes are implemented
- They will provide general competency courses, as well as ones specialized specific areas
- They will provide for counseling and debriefing sessions to the nursing staff
- They will need to provide a climate of learning and encourage the development of the nurses
- They should identify what changes are required in the clinical and accordingly update them

### **Educator:**

Conducts needs assessments using a variety of strategic tools

- Assists learners in the assessment of needs and identification of outcomes
- Incorporates principles of adult learning in the planning, implementation, and evaluation of education programs
- Coordinates orientation of new staff to the organization including planning of induction program
- Develops/coordinates education plans related to initial and ongoing competency validation
- Develops/coordinates core education to address oncology patient specific nursing care
- Develops/coordinates core education for the development of bedside leaders
- Plans, prepares and maintains materials for use in educational programs for accuracy and relevance to the target staff nurses
- Identifies and evaluates instructional materials in all types of media and formats
- Adjusts content and teaching strategies appropriate learner needs
- Provides educational opportunities that benefit nurses at all stages of their career development

- Delivers competence based programs for nursing staff with a focus upon improvement of skills and retention of knowledge
- Develops evidence-based educational materials
- Supports staff development with educational activities (like workshops, seminars, educational fetes, identifying relevant state and national level conferences, workshops for appropriate level of staff to attend)
- Evaluates the effectiveness of educational programming
- Prepares short and long term planning and programs to address identified needs
- Teaches content as needed and/or assigned within clinical expertise to facilitate orientation, staff development and/or safe practice.

#### **For M.Sc Nursing Programme:**

- Actively participates in M.Sc Nursing Programme.
- Conduct classes for M.Sc Nursing Studies Students as scheduled by the co-ordinator.
- Acts as research guide/co-guide for M.Sc Nursing Students.
- Supervise M.Sc Nursing Students during clinical posting.
- Communicate with university, various Institution and Hospitals and in-house department for communication of the course.
- Prepares rotation plan, class routine, evaluates students performance in the clinical and theory papers.
- Maintenance of student's records- clinical, cumulative records, internal assessment records, attendance records, clinical record books, students progress report etc.
- Identifies student's learning need and guides accordingly.
- Counsels students.
- Co-ordinate and conduct and guide students for organizing community awareness programme, workshop/conference/seminar/extracurricular activities.
- Maintains recognition of the educational programme by Indian Nursing Council, West Bengal Nursing Council and University.
- Continuous follow up and revision of educational program.
- Supervision of living conditions of students in hostel.

**Researcher:**

- Supports the integration of research into practice
- Provides information to document effectiveness of role as a staff development expert
- Incorporates current educational evidence into individual practice as a staff development expert
- Conducts and/or contributes to nursing research
- Interprets, communicates and incorporates research findings into program planning

**Facilitator:**

- Facilitates the adult learning process, creating a climate which supports learning across the health educational activities
- Coordinates educational activities (includes continuing education, clinical affiliations, visiting nurse learning experience)
- Participates in committees, task forces, projects
- Facilitates teambuilding and leadership development
- Participates in review of activities or process for area of coverage and department

**Change Agent:**

- Responds to changes in nursing practice and develops programs to support those changes
- Ensures that educational programs are congruent with organizational missions, values and goals
- Maintains flexibility when managing multiple roles and responsibilities
- Interprets and communicates across multiple disciplines
- Promotes a safe and healthy work environment

**Leader:**

- Serves as a role model to excellence and safety
- Maintains required educational and/or clinical competencies
- Seek opportunities to develop staff in various roles
- Integrates ethical principles in all aspects of practice
- Serves as a role model for education and professional nursing practice
- Role models and promotes the concept of lifelong learning
- Leads committees, work groups and/or projects related to the implementation of educational activities
- Performs related duties as assigned

**COMPETENCIES DESIRABLE:**

- A nurse educator must have good analytical ability to identify need based program
- Communication at all levels including multidisciplinary
- She must be able to manage projects and should be organized
- She ,must be creative, flexible and have critical thinking skills
- She should have a good clinical background and practical experience in nursing besides only theoretical knowledge
- They must be patient and understanding towards the needs of the staff
- Computer knowledge and conversant with various educational technologies

**Please email or Post Your Applications by 15<sup>th</sup> September 2019**

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