Job Details

Job Title
Clinical Nurse/Instructor
NUMed Malaysia, Malaysia

Academic / Service Unit
NUMed Malaysia, Malaysia (The Company)

Effective Date: To be negotiated

Main Purpose
The post holder will be responsible for the supervision, coaching, development, organization and teaching on the MBBS programme as required. The post holder will provide students with opportunities to acquire the knowledge and practice the skills identified by the course objectives using varied and appropriate teaching methods. The Clinical Nurse/Instructor will also participate in program evaluation and other continuous improvement processes. They will also engage in professional development opportunities.

Main Duties and Responsibilities

1. To plan, coordinate and implement teaching on the MBBS programme as required
2. To play an active role in the delivery of Phase I clinical skills teaching
3. To support campus based clinical skills teaching in Phase II
4. To support the delivery and development of teaching in the simulation lab
5. To support the Obstetric ESR, Paeds ESR, Critical care week (Stage 4) and polytrauma simulation
6. To act as a role player - CPR/defib sessions & Communications Sessions
7. To contribute to P4P – advanced communication sessions
8. To contribute to Communications Training in years 1-3
9. To be an active part of the core teaching team responsible for delivery of the MBBS programme
10. To assist students in developing an understanding of the values, attitudes, and ideals appropriate to the health care profession.
11. To deliver lectures, tutorials and facilitate student project presentations as and when required
12. To provide clinical, classroom, and skills lab instruction
13. To assist and carry out continuing professional education sessions
14. To supervise student groups in clinical areas
15. To lead discussion and elicit information from students which demonstrate that they are learning and achieving their clinical objectives
16. To maintain clinical standards and course expectation throughout each course or term
17. To work effectively as part of the overall faculty team demonstrating positive interpersonal relations, collaborating with other faculty members to meet student needs, participating in faculty meetings and nursing program committees, and responding to requests from management.
18. To maintain faculty expectations as required by NUMed Malaysia and the Board of Medical Studies.

Dimensions

The post holder reports to Dean of Clinical Affairs of NUMed, Malaysia. The post holder performs administrative duties as and when required.

Knowledge, Skills and Experience

Knowledge
The post-holder is expected to be Registered with the Malaysian Nursing Board with either a Diploma or Degree in Nursing.

The post holder is expected to have the ability to supervise and evaluate students; conduct clinical instruction; coordinate work across various locations; communicate effectively orally and in writing; establish cooperative working relationships with persons contacted in the course of performing assigned duties.

Skills
The post holder must have strong knowledge of nursing skills and techniques; lab and audio visual equipment, excellent written, communication skills and analytical skills. The post holder should have functional abilities to carry out classroom, clinical and laboratory teaching responsibilities. The Clinical Nurse should be competent in clinical skills area of teaching.

The post holder must be computer literate and familiar with Microsoft Office.

Experience
The post holder must have minimum 1 year working experiences in a similar or related role. The post holder must be experienced in dealing with clinical supervision to students in a University setting.

Special Features

Planning and Organising
Responsible for planning and organising own workload on a daily basis, with major priorities being determined by the immediate supervisor / Deans.

Decision Making
On a daily basis the post holder will make decisions on taking the appropriate action for their areas of responsibility which will include deciding when to pass issues on appropriately.

Internal and External Relationships
Internal: Students, staff
External: conference/day visitors, prospective students and their parents, suppliers
Other Relevant Information
The Clinical Nurse may provide mentoring and coaching to students outside the formal evaluation and instruction arenas. They are expected to act and demonstrate behaviours appropriate to their role as determined by their professional organisation.