

Position Title	Team Leader - Clinical Skills and Simulation (SPE)
Group/Portfolio	Griffith Health - Technical Partners Health
Classification	HEW 7
Position Number	00061286
Reports To	Technical Manager Simulation and Practical Experience (SPE)
Employment Type	Continuing

1.0 Position Purpose

The Team Leader – Clinical Skills and Simulation is a leadership position working under the general direction of the Technical Manager, Simulation and Practical Simulation within Technical Partners Health and plays a pivotal role in ensuring the successful planning and delivery of high-quality learning activities, with a strong emphasis on immersive simulation and practical experience across specialised, multi-campus teaching and learning facilities. This role works collaboratively with Course Convenors and academic staff to foster a client-focused culture that supports excellence in student engagement and outcomes. Providing visionary and effective leadership, the Team Leader supervises and coordinates multi-campus technical teams that support student activities primarily within the disciplines of Nursing and Midwifery. As required, the role also contributes more broadly across the team, leading a range of projects involving immersive simulation, practical experience applications, and other relevant initiatives within the Health Group.

2.0 Eligibility Requirements

The occupant of this position will hold relevant tertiary qualifications with at least four years' relevant work experience including people management experience and delivering immersive simulation, or an equivalent combination of relevant skills, knowledge and experience.

3.0 Key Responsibilities

- Cultivate high-performing, engaged multi-campus teams through coaching, professional development, performance management and clear performance expectations.
- Build functional partnerships to oversee and coordinate the daily operation of technical support services.
- Collaborate closely with academic staff and course convenors to plan and coordinate teaching and learning requirements, including cost-effective delivery of practical and immersive simulated activities, and oversee associated training.
- Manage teaching laboratories, workshops and ancillary facilities ensuring safe and effective space utilization.
- Monitor and review the effectiveness of systems to support organisational goals, plans, objectives, and strategies. Write and submit reports as required.
- Prepare, set up and dismantle practical and simulated teaching environments – including equipment, technologies, materials, and simulated medications – ensuring protocols are pre tested, refined and aligned to desired learning outcomes across multiple campuses.

- Consult with key stakeholders on equipment replacement strategies underpinned by strategic priorities and manage installation and commissioning of new equipment.
- Maintain and support instrumentation, equipment, and related technologies to industry standards to ensure availability and functionality; plan and implement preventative and routine maintenance and repair schedules for minor and major equipment; provide technical instruction and training to staff and students on the use of equipment.
- Manage, implement, create and maintain the development and revision of the team's laboratory resource statements, standard operating procedures, risk assessments, supporting documentation and electronic records for learning activities.
- Monitor expenditure, manage consumables, equipment, and stocks according to agreed budgets maintain records and databases.
- Support the successful completion of projects and collaborate with Academic colleagues and oversee technical teams to ensure consistency of practise including the development of cross-campus timetable programs for specialised teaching facilities, rosters and equipment allocation for student experience practical learning activities.
- Work with the technical teams pre-running and analysing practical and immersive simulation setups and scenarios to ensure effective operation and required outcomes and work collaboratively with all stakeholders to ensure cross-campus consistency.
- Develop and maintain professional association with other technical staff from Griffith and other Universities: liaising with internal and external suppliers and agencies to maintain and develop knowledge in technological advances in equipment and techniques fostering effective partnerships with relevant industry professions and community organisations.
- Provide planning, preparation and support of special purpose events including community engagement activities, Open Day, and professional development workshops.
- Lead and promote compliance with relevant legislation and University policies and procedures, including equity and health and safety and exhibit good practice in relation to same.
- Lead and promote adherence to the principles of respect, high performance, inclusion, collaboration, and integrity as outlined in the Health Group Charter and exhibit good practice in relation to the same.
- Be leading example of the principles and values embodied in the University's Code of Conduct, and behave, act and communicate at all the times to reflect fairness, ethics and professionalism.

4.0 Key Capabilities

- Griffith University identifies the attributes of resilience, flexibility, creativity, digital literacy and entrepreneurship as critical to our graduates' success, in the rapidly changing future world of work. We have established a Griffith University Capability Development Framework to provide a common language of some of the non-technical organisation skills that will support our staff to thrive now and into the future. The Capability Development Framework will assist you to understand the current skill level of this position in the non-technical but critical skill domains that are increasingly important in a changing workplace context.

To read about some of the non-technical organisation skills for this position, please see the Leads Self and Leads Others section of our [Capability Development Framework](#).