

Position Title	Simulation Officer- Simulation and Practical Experience
Group/Portfolio	Griffith Health - Technical Partners Health
Classification	HEW 5
Position Number	00052011
Reports To	Team Leader - Nursing and Midwifery
Employment Type	Continuing

1.0 Position Purpose

The Technical Officer (Simulation) is responsible, under the general direction of the Team Leader (SPE SoNM) and Senior technical officer and in close collaboration with academic staff, course conveners, Manager -Simulation and Practical Experience (SPE) and other team members, for the provision of technical and simulation support to teaching and learning activities primarily for the School of Nursing and Midwifery and other relevant areas within the Health Group

2.0 Eligibility Requirements

- Completion of a relevant Health based degree or associate diploma level qualification with subsequent relevant experience working within a student practicalskills environment or a simulation, or healthcare provider.

3.0 Key Responsibilities

- Prepare, set up and dismantle practical teaching apparatus and equipment as specified in laboratory resource statements and create, maintain and review laboratory resource statements, risk assessments, standard operating procedures and supporting documentation to support cross-campus consistency for clinical simulation and anatomical and physiological teaching activities.
- Procure appropriate levels of chemicals, consumables and instrumentation for teaching across Logan, Gold Coast and Nathan Campuses and ensure appropriate records are maintained. Prepare and maintain chemical stock solutions and cultures of micro-organisms for each Campus.
- In consultation with the Senior Technical Officer, liaise with academic staff regarding technical support for clinical simulations and anatomical and physiological teaching activities within the School of Nursing & Midwifery. Collaborate with the Senior technical officers to develop, improve, coordinate and document procedures, provide simulated scenarios and associated instrumentation for course activities and work with more junior technical officers to ensure cross-campus consistency with respect to technical deliverables with a view to implementing best practice and ensuring effective operation.
- Prepare, set up and dismantle practical teaching apparatus and equipment as

specified in laboratory resource statements and ensure appropriate planning, set up, servicing and AV, pre-running and analysis of simulated setups to ensure effective operation and required outcomes and share knowledge, techniques and efficient systems of work with more junior technical officers.

- Undertake stocktakes and maintain consumable and equipment supplies by undertaking market assessments and organising quotes, maintaining records and placing orders for consumables and equipment, according to agreed budgets.
- Undertake routine maintenance and repairs of equipment and simulation technologies and implement preventative maintenance strategies, to industry standards, to ensure availability and functionality for student classes
- Assist with planning and scheduling of simulation and clinical skills and demonstrations and self-directed learning.
- Provide technical instruction of teaching equipment and technologies to academic, sessional staff and students as required.
- Assist in preparation and support of special purpose events including community engagement activities, Open Day and professional development workshops.
- 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.
- Lead and promote compliance with relevant legislation and University policies and procedures, including equity and health & safety and exhibit good practice in relation to same.
- Be a leading example of the principles and values embodied in the University's Code of Conduct, and behave, act and communicate at all 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/Others](#) section of our [Capability Development Framework](#).