

Mayo Campus

TITLE: **Clinical Nursing Skills Technician (PWT)
Permanent Whole-Time**

REPORTING TO: **Head of Department**

REQUIREMENTS:

MINIMUM:

- Be currently registered in the General or Psychiatric Division of the register for nurses maintained by An Bord Altranais.
- One year's relevant post-qualification experience.

Please note the recommended candidate must also pass a medical examination prior to taking up duty.

DESIRABLE:

- Relevant Diploma qualification or equivalent.
- Knowledge of teaching/assessing in the healthcare setting.
- Excellent communication and presentation skills.
- Knowledge of Health and Safety regulations.
- Have undertaken certification training in Cardio-Pulmonary resuscitation (by Irish Heart Foundation) and/or Moving and Handling.

DUTIES:

The following indicate some of the principal duties and responsibilities that may be assigned depending on the post in question:

- The appointee will have responsibility for supervision of the Clinical Nursing Skills Laboratory and liaising with suppliers in order to maintain an adequate store of equipment and consumables.
- Organising, preparing and setting up practical classes, demonstrations, assessments, practical examinations, project and research work in laboratories and other areas.
- To be present, as required, at each laboratory or workshop class, including night classes, if necessary for the entire duration of the class, to provide technical assistance as required - to provide demonstrations etc.

- Provide technical assistance to lecturers and students on the safe operation and use of equipment and materials. Liaise with academic staff in the purchase or replacement of clinical skills equipment and to ensure the resources required to facilitate self-directed learning for clinical skills are in place.
- Record clinical skills equipment acquisitions and maintain an equipment inventory.
- Ensure the security of the clinical skills laboratory and equipment.
- Repairing, maintaining, securing and storing laboratory equipment, and consumable materials. Designing, modifying, building, testing and installing equipment/hardware as appropriate, for teaching and research needs.
- Consulting with suppliers of equipment and consumable materials, obtaining technical specifications, quotations and ordering new equipment and consumable materials, taking delivery of equipment and materials, checking and installing same as appropriate. Maintaining stock levels of consumables equipment, work books.
- Advising on and specifying requirements for new and updated laboratories, workstations, workshops etc.
- Preparing and updating technical instruction manuals as required.
- Assisting Head of School/Department with budget control and estimates for annual running and development costs.
- Arranging for safe disposal of used materials e.g. biological/chemical materials containing toxic, hazardous and volatile materials.
- Monitoring, testing and recording of condition of safety equipment to comply with Health and Safety Regulation and other Regulations specific to work. Developing, updating, etc. hazard analysis documentation. Carrying out of safety audits in all areas of operation in co-operation with other grades of staff.
- Ensuring that laboratories, materials and equipment are kept clean, tidy and in good order.
- Attending School or other meetings as required from time to time.
- Attend departmental/institute promotional days as required – this may include weekends and evenings.
- Participating in all committees/groups of which s/he is a member or to which s/he is assigned.

- Provide for Head of Department a report at the end of each semester.
- Participating in ongoing training and professional development identifying own needs, and discussing with nurse lecturers and Head of Department.
- In liaison with academic staff identify best practice in teaching skills ensuring the smooth functioning of the laboratory and effective student learning.
- Liaise directly with academic lecturing staff in the preparation and setting up of learning activities, and clinical skills through practical examinations including Objective Structured Clinical Examinations (OSCE's).
- Assist in demonstration and instruction of students as requested by academic lecturing staff. Supervise and facilitate students in self – directed clinical skills practice.
- Maintain laboratory attendance log.
- Liaise with outside agencies requesting use of the Clinical Nursing Skills Laboratory.
- Develop IT assisted learning in the Clinical Nursing Skills Laboratory.
- Undertaking such other appropriate duties as may be assigned from time to time by the Head of Department and Institute authorities.

HOURS OF WORK:

To be on duty for not less than 39 hours per week. Hours of work may be allocated between the hours of 8.00 am and 10.00 pm Monday to Friday inclusive – individual institutes may continue existing arrangements or agree alternative starting times before 9.00am, dependant on local requirements. No member of the staff will be required to work on more than one night per week as part of the 39 hour week. Staff asked to work additional nights or at weekends will be paid overtime at the approved rate.

Salary Scale:

Technician Grade: €29,794.00 - €43,867.00 (11 Increments)