

SKILLS FRAMEWORK FOR HEALTHCARE SKILLS MAP - ASSISTANT DIRECTOR OF NURSING				
<b>Sector</b>	Healthcare			
<b>Track</b>	Nursing			
<b>Sub-track</b>	Education			
<b>Occupation</b>	Nurse			
<b>Job Role</b>	Assistant Director of Nursing			
<b>Job Role Description</b>	<p>An Assistant Director of Nursing in the Education sub-track works with the Deputy Director of Nursing in the Education sub-track to provide oversight to nursing education systems for outcomes in relations to national and organisational priorities and changing healthcare landscape. S/He oversees clinical attachments of nursing students and the allocation of faculty resources. S/He guides in-service training and upgrading of current nursing workforce's skills. S/He is also responsible for developing leadership competencies of the education team. S/He works with key stakeholders to deploy educational technologies and innovations in the education of nurses in the division.</p> <p>S/He operates in a wide variety of settings such as acute care, primary care, and community care.</p> <p>S/He should be visionary, dynamic and responsive to evolving national healthcare needs for high quality continuing professional development outcomes. She should possess people leadership skills and psychological capital and capability to create positive learning environments.</p>			
<b>Critical Work Functions and Key Tasks / Performance Expectations</b>	<b>Critical Work Functions</b>	<b>Key Tasks</b>		<b>Performance Expectations (For legislated / regulated occupations)</b>
	Oversee the delivery of pre-employment clinical training in healthcare institutions	Optimise learning capacity for clinical attachments		In accordance with: <ul style="list-style-type: none"> <li>• Nurses and Midwives Act (Chapter 209)</li> <li>• Standards for Clinical Nursing Education and Standards for Advanced Practice Nurse Clinical Education</li> </ul>
		Ensure optimal clinical instructor to student ratios for best learning outcomes of the students		
		Monitor student populations, their performance and patient outcomes during clinical placements		
		Mobilise various funding resources to support pre-employment training and faculty development		
	Oversee nursing workforce capability building through continuing professional development	Translate results of annual learning needs analysis exercises into strategic work plans for nursing workforce capability development		
		Establish fair and objective access to upgrading opportunities for all groups of nurses		
		Direct the integration and access to multi-modal forms of learning and assessments		
	Drive continuing professional development programmes to achieve national objectives	Reference the Skills Frameworks to nursing continuing professional development		
		Guide accreditation of continuing professional development programmes with recognised accreditation bodies, where required		
Align continuing professional development with national priorities				
<b>Skills and Competencies</b>	<b>Technical Skills and Competencies</b>		<b>Generic Skills and Competencies</b>	
	Change Management	Level 6	Leadership	Advanced
	Clinical Governance	Level 6	Developing People	Advanced

	Clinical Teaching and Supervision	Level 5	Decision Making	Advanced
	Curriculum Design	Level 5	Resource management	Advanced
	Department Financial Management	Level 5	Digital Literacy	Advanced
	Emergency Response and Crisis Management	Level 5		
	Inter-professional Collaboration	Level 5		
	Learner Assessments	Level 5		
	Learning Needs Analysis	Level 5		
	Nursing Productivity and Innovation	Level 5		
	Nursing Research and Statistics	Level 6		
	Performance Management for Nursing	Level 5		
	Professional, Legal and Ethical Healthcare Practice	Level 6		
	Programme Delivery	Level 5		
	Programme Evaluation	Level 5		
	Quality Improvement and Safe Practices	Level 6		
	Service Quality Management	Level 5		
	Strategy Management	Level 5		
Workplace Safety and Health	Level 4			
<b>Programme Listing</b>	For a list of Training Programmes available for the Healthcare sector, please visit: <a href="http://www.skillsfuture.sg/skills-framework/hc">www.skillsfuture.sg/skills-framework/hc</a>			