

ROLE PROFILE

Role Title	TRAINING AND DEVELOPMENT OFFICER
Department	NURSING
Reporting Structure	NURSING MANAGER
Closing Date	01 APRIL 2019

ROLE SUMMARY

Busamed Gateway Private Hospital is recruiting a Critical Care Nursing Training and Development Officer who will be responsible for the following:

- Identifying training and development needs within the organisation
- Designing and expanding training and development programmes based on the needs of the organisation and the individual
- Developing effective induction programmes
- Devising individual learning plans
- Producing training materials for in-house courses
- Ensuring that statutory training requirements are met
- Evaluating training and development programmes
- Keeping up to date with developments in training by reading relevant journals, going to meetings and attending relevant courses

The successful candidate will be specifically responsible for the implementation of these functions in the specialized nursing units at the hospital. These specialized units include a Surgical ICU with a strong focus on Cardiac and Neurosurgical nursing care, a busy Cardiac ICU and High Care unit, a Cath Lab complex and Theatre complex.

SKILLS PROFILE

EDUCATION

- Registered as a Professional Nurse with the South African Nursing Council
- Registered post basic qualification in Critical Nursing Care
- Assessor and Moderator trained.
- Appropriate qualification in Nursing Education and / or Administration would be an advantage

WORK EXPERIENCE

- Experience in the specific clinical nursing environment
- Minimum five year post basic qualification working experience as a Registered Nurse in a Cardiac and Neuro environment
- Research literacy
- Intermediate computer proficiency in the Microsoft Office Suite

KNOWLEDGE

- Customer oriented with good interpersonal skills.
- Ability to work under pressure and adapt to change with good planning and organisational skills
- Ability to problem solve
- Team working and Approachable

APPLICATION PROCESS

BUSAMED IS AN EQUAL OPPORTUNITY EMPLOYER

The Company's Employment Equity plan and targets will be considered as part of the recruitment process aligned to the Group's Employment Equity strategy. Busamed actively supports the recruitment of people with disabilities.

Interested candidates who meet the above criteria are requested to e-mail a detailed CV to Applications.Gateway@Busamed.co.za
