

SENIOR SIMULATION TECHNICIAN
POSITION DESCRIPTION

Position Title:	Simulation Technician	Position Number:	Faculty/Division: Health Sciences
Classification:	HEO5	No. Direct Reports & Highest Classified Position: Nil	School/Branch: Medicine
FTE: 0.6	Reports to: Senior Lecturer	Fixed <input checked="" type="checkbox"/> Continuing <input type="checkbox"/>	Discipline/Unit: Medicine Learning & Teaching Unit
Position Summary:	<p>The University of Adelaide is a leading research intensive and teaching University comprising of five faculties including the Faculty of Health Sciences, which is home to the School of Medicine.</p> <p>The School of Medicine is one of the eight schools in the Faculty of Health Sciences. The School of Medicine is one of the largest in the University and includes highly successful researchers, a core of academic teachers and a large pool of enthusiastic and motivated clinical titleholders. The School currently incorporates the Disciplines of Acute Care Medicine, Medicine, Ophthalmology, Orthopaedics & Trauma, Psychiatry, and Surgery.</p> <p>The Medicine Learning and Teaching Unit (MLTU) has a multi-faceted role within the Bachelor of Medicine, Bachelor of Surgery (MBBS) program, assisting in the development and implementation of the MBBS and providing a focus on medical education within the medical program.</p> <p>The Adelaide Health Simulation and Skills Centre relies upon advanced technologies to provide a platform for its educational and research activities. These include training simulators, audio-visual and information communication technology (ICT) (including video conferencing) and clinical monitoring and equipment for training purposes.</p> <p>The Senior Simulation Technician provides specialised technical support services and maintenance, quality assurance and improvement. The Senior Simulation Technician also educates and supports staff and instructors in the use of simulation, audio-visual and other information communication technology.</p>		
Position Characteristics:	Scope	Working under general direction, the Simulation Technician provides high-quality support to the Adelaide Health Simulation and Skills Centre and develops and implements simulation-based inter-professional team training designed to enhance safety and quality in healthcare delivery.	
	Significant internal/external relationships	<ul style="list-style-type: none"> • Staff and students involved with the delivery of the Medical and Nursing programs (School of Medicine, School of Nursing, School of Population Health, School of Medical Sciences and School of Paediatrics and Reproductive Health) • Academic and Professional Staff within the School of Medicine • SA Health • External Groups and Organisations 	
	Special conditions	<ul style="list-style-type: none"> • Reasonable workplace adjustments will be made for people with a disability. • Work outside of standard hours is required. • Current Australian Drivers Licence. 	
	Delegations	Nil	

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Key Responsibilities and Outcomes	1	Maintenance of Equipment	<ul style="list-style-type: none"> • Troubleshoot equipment failure • Repair simulation equipment as per manufactures instructions and determine the need for outside vs internal repairs of equipment. • Liaise and develop relationships with simulation equipment and other medical equipment vendors to gain support with services of simulation and technical equipment, including trouble shooting and systems problems and to ensure minimal downtime if equipment deficiencies arise. • Manage and oversee scheduled maintenance of simulation equipment.
	2	Teaching Delivery	<ul style="list-style-type: none"> • Assist with the setup of simulation equipment prior to education sessions. • Manage the operation of simulators and audio-visual equipment in training sessions. • Advise and assist staff and students in the use of technical aspects of operating simulation equipment. • Provide instruction and training on the use of simulation equipment. • Develop technical proficiency with all aspects of operation, maintenance support, trouble shooting and repair for all equipment.
	3	Access and Security	<ul style="list-style-type: none"> • Design methods to track loaned equipment. • Coordinate transport of simulation equipment, as necessary.
Criteria	Capabilities and Behaviours	Achievement Drive	<ul style="list-style-type: none"> • Plans carefully and sets goals for improving performance. • Plans ahead to ensure all tasks completed. • Deals with conflicting demands quickly and calmly. • Delivers high-quality output. • Committed to meeting deadlines even with demanding timeframes. • Negotiates and sets expectations for work commitments.
		Communication	<ul style="list-style-type: none"> • Adapts style and content of communication of ideas and information to match the audience. • Uses appropriate communication methods for effective interactions with a preference towards personal interactions. • Uses high-level communication skills (clarifying questions, summarising, paraphrasing) to ensure their meaning is understood. • Is persuasive and confident in communicating ideas. • Negotiates win-win outcomes by exploring different positions and building consensus.

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	Flexibility & Adaptability	<ul style="list-style-type: none"> • Shows flexibility in coping with multiple and changing priorities. • Adapts to changes in environment and work demands, working effectively with a variety of situations and people. • Adapts responses and tactics to fit changing circumstances. • Provides ideas for improvement and constructive input into change initiatives.
	Service Focus	<ul style="list-style-type: none"> • Takes personal responsibility to resolve enquiries, requests or complaints. • Uses initiative in actively and promptly following up with clients to ensure satisfaction with the service. • Seeks and acts on client feedback. • Agrees expectations with client to ensure client understands service delivery timeframes.
	Teamwork	<ul style="list-style-type: none"> • Provides appropriate information, support and encouragement to enable successful task completion. • Actively participates in team meetings through sharing ideas and contributing to discussions. • Accomplishes shared goals through accepting joint responsibility. • Supports team members to achieve their goals by sharing workloads. • Exercises tact, tolerance and humour to promote team harmony.
	Knowledge and Experience	<ul style="list-style-type: none"> • Demonstrated ability to work independently with minimal supervision, including the ability to problem solve, be resourceful, flexible and to plan, implement and self-evaluate and to be self-motivated. • Ability to write procedures and develop resources to assist other staff to use technology effectively. • Ability to work as part of an expert team, contributing to its normal operation, identifying opportunities to work effectively and advance the quality of training provided through technology. • High level interpersonal skills including the ability to work collaboratively in a team, negotiate needs and manage conflict. • Ability to exercise judgement, sensitivity and diplomacy when dealing with clients and colleagues. • Previous work with simulation technology and equipment. • Demonstrated competence in the use of Microsoft Word, Excel, Access and Powerpoint. • Demonstrated competence in the use of Oracle.
	Qualifications	<ul style="list-style-type: none"> ▪ A relevant tertiary level qualification; and/or equivalent combination of relevant experience and/or education and training.

