

**NOTES**

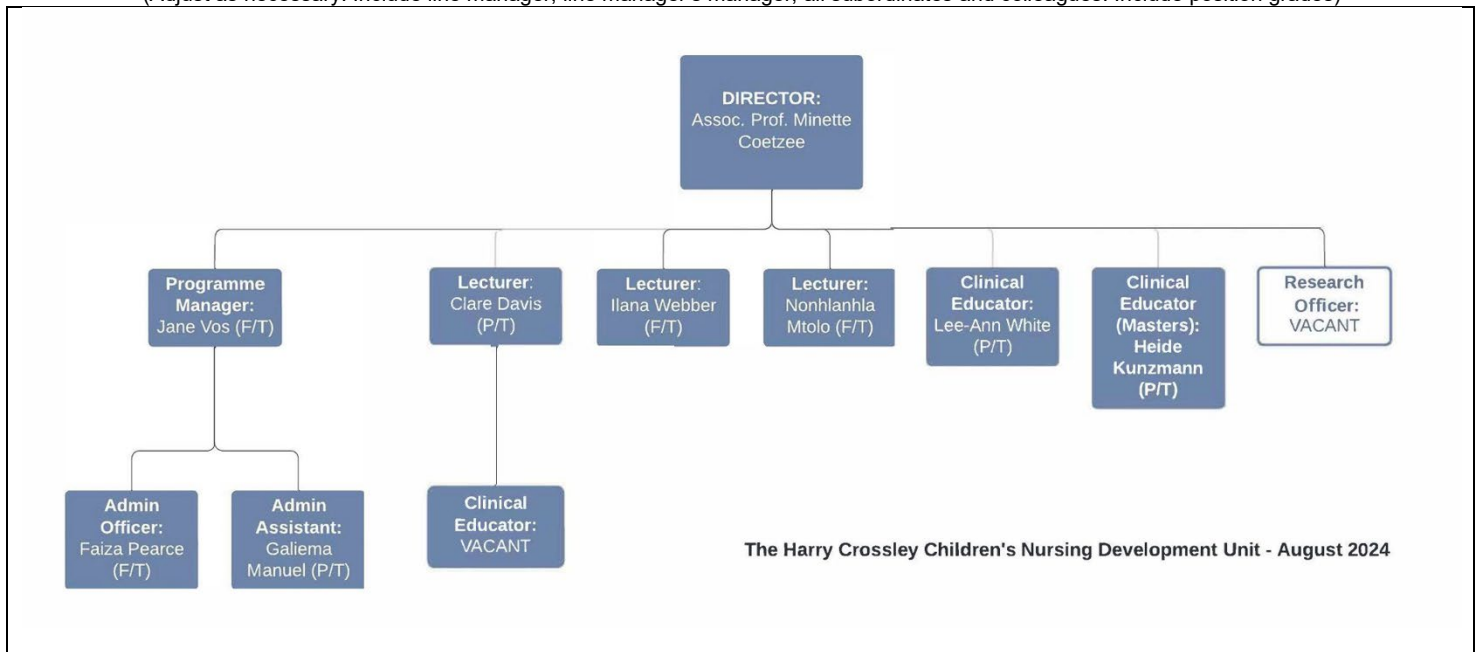
- Forms must be downloaded from the UCT website: <http://forms.uct.ac.za/forms.htm>
- This form serves as a template for the writing of position descriptions.
- A copy of this form is kept by the line manager and the position holder.

**POSITION DETAILS**

Position title	Research Officer		
Job title (HR Business Partner to provide)			
Position grade (if known)	Research Officer	Date last graded (if known)	
Academic faculty / PASS department	Health Sciences		
Academic department / PASS unit	Department of Paediatrics and Child Health		
Division / section	The Harry Crossley Children’s Nursing Development Unit		
Date of compilation	10 August 2024		

**ORGANOGRAM**

(Adjust as necessary. Include line manager, line manager’s manager, all subordinates and colleagues. Include position grades)



**PURPOSE**

The main purpose of this position is leading evidence-based research practice in the Unit, with central responsibility for developing the initial children’s nursing workforce data in Sub Saharan Africa into a full programme of research with a vision to extend the work to include children’s health and rehabilitation professionals in the region.

Contributing to teaching and learning and supporting aspects of the unit’s postgraduate research programme and supervise the adaptation of evidence-based practice guidelines and their publication in the professional masters programme. Also supporting and contributing to Department scholarship activities.

**CONTENT**

Key performance areas		% of time spent	Inputs (Responsibilities / activities / processes/ methods used)	Outputs (Expected results)
1	<p><b>Research</b> Actively engages current research programme and leads the unit’s scholarly contribution to global children’s nursing, health and rehabilitation workforce development.</p>	40%	<ul style="list-style-type: none"> <li>• Redesign to extend current workforce data into a full programme of research</li> <li>• Works in close collaboration with Africa-wide educator teams to gather data for Children’s Nursing Workforce Observatory data base.</li> <li>• Coordinate and validate data input and analysis with sustained energy</li> <li>• Author annual publication and communicate across various research constituencies.</li> <li>• Explores additional opportunities of contributing scholarship to practice – clinical, educational,</li> <li>• Lead and supervise final year master’s students adapting an evidence-based practice protocol for use in local, and regional African clinical settings</li> </ul>	<p>Author collaborative workforce research Programme Plan</p> <p>One publication per year from workforce data</p> <p>One to two publications per year adapted EBPP for implementation in local settings.</p> <p>Additional publications related to Unit scholarship work</p>
2	<p><b>Research Education and supervision</b> Leads evidence-based research teaching and learning</p>	30%	<ul style="list-style-type: none"> <li>• Convene the 30 Credit Clinical Research course at NQF9 – with a focus on research utilization for clinical practice and rigour in evidence-based practice.</li> <li>• Prepares additional teaching materials as required</li> <li>• Contributes to course evaluation of curriculum, ensures applicability to context</li> </ul>	<p>Successful course delivery in year one</p> <p>Successful completion of adapted Evidence based protocols in year two</p> <p>Research Outputs: Protocols with flow charts published on UCT ZIVA hub open source</p>

3	<p><b>Management, Leadership &amp; Administration</b> Contribution by active participation to management and administration in the Harry Crossley Children’s Nursing Development teaching and scholarship Unit</p>	20%	<ul style="list-style-type: none"> <li>• Plays an active role in academic administration of these research courses</li> <li>• Manages assessment and marking and communication with external examiner</li> <li>• Manage administrative postgraduate processes related to running of the course.</li> <li>• Attends regular Unit meetings</li> <li>• Maintains and updates the course on Amathuba</li> <li>• Actively participates in Unit and departmental activities</li> <li>• Contributes to Unit Social media communication related to research activities</li> </ul>	<p>Courses run smoothly with clear communication and feedback.</p> <p>Actively participated in Unit activities and administration as appropriate</p>
4	<p><b>Social Responsiveness</b> Involvement in Paediatric and Child Health community by participation and contribution and extending expert knowledge in appropriate local and regional or African fora as appropriate</p>	10%	<ul style="list-style-type: none"> <li>• Actively contributes to creating and sustaining partnerships in the clinical and academic settings to facilitate student enrolment, student learning experience and improve health and nursing care.</li> <li>• Identifies possible opportunities for collaborative links between activities and projects in Unit’s work</li> <li>• Actively participates in professional and academic fora and shares opportunities for similar engagement by students</li> </ul>	<p>Clear Afrocentric perspective and focus on all contributions</p>

## MINIMUM REQUIREMENTS

Minimum qualifications	<ul style="list-style-type: none"> <li>• Masters degree in a child health or paediatric clinical field.</li> <li>• Registration with Health Professions Council or the South African Nursing Council</li> </ul>			
Minimum experience (type and years)	<ul style="list-style-type: none"> <li>• At least three years' clinical experience in a child health or paediatrics setting in a relevant service.</li> <li>• Evidence of proficiency in research methodology.</li> </ul> <p><b>Advantageous:</b></p> <ul style="list-style-type: none"> <li>• PhD or registered for PhD in a child health field.</li> <li>• Evidence of involvement in research and project management with demonstrable outputs.</li> <li>• Evidence of experience in support of teaching, learning and supervision at postgraduate level.</li> <li>• Project leadership with experience in donor accountability and reporting.</li> </ul>			
Skills	<ul style="list-style-type: none"> <li>• Proficient in evidence-based practice design and utilisation</li> <li>• Competent in teaching and learning facilitation</li> <li>• Advanced information and communication skills</li> <li>• Clear thinking and problem-solving skills</li> <li>• Strong communication and self-directed learning skills</li> <li>• Ability to use technology to access, manage, integrate, and evaluate information; construct new knowledge; and communicate with others effectively</li> <li>• Able to communicate in at least two Western Cape languages- English; Xhosa or Afrikaans</li> </ul>			
Knowledge	<ul style="list-style-type: none"> <li>• Full range of knowledge in their theoretical and practical clinical field</li> <li>• Research, research methodologies with a focus on evidence-based practice and protocol development</li> <li>• Functional knowledge of facilitating Teaching and Learning – facilitation and support.</li> </ul>			
Professional registration or license requirements	<ul style="list-style-type: none"> <li>• Professional registration with the Health Professions Council or the South African Nursing Council</li> </ul>			
Other requirements (If the position requires the handling of cash or finances, other requirements must include 'Ability to handle cash or finances'.)	The position requires active engagement with participants and clinicians who are mid-career registered clinicians and other professionals in online and face-to-face teaching, and in clinical practice settings. It will require maintained levels of energy and stress tolerance when dealing with distressed participants or students.			
Competencies (Refer to <a href="#">UCT Competency Framework</a> )	Competence	Level	Competence	Level
	Analytical Thinking / Problem Solving	2	Creativity & Innovation	2
	Building Interpersonal Relationships	2	Developing Others	2
	Student Service & Support	2	Planning & Organising / Work Management	2
	Communication	2	Teamwork / Collaboration	2

## SCOPE OF RESPONSIBILITY

Functions responsible for	<p>This position's core responsibility will be leading evidence-based research practice in the Unit. Central to this is responsibility for developing the initial children's nursing workforce data in Sub Saharan Africa into a full programme of research with a vision to extend the work to include children's health and rehabilitation professionals in the region.</p> <p>In addition, contributing to teaching and learning and supporting aspects of the unit's postgraduate research programme: supervising the adaptation of evidence-based practice guidelines and their publication. Also supporting and contributing to Department scholarship activities.</p>
Amount and kind of supervision received	Collaborative supervision and support from the Unit Lead and Master's Programme convenor with scheduled monthly line manager meeting
Amount and kind of supervision exercised	Supervision of research assistant and cohorts of up to 12 PG masters students per course
Decisions which can be made	Research project lead decisions. PG student course delivery and nature of support and coaching aligned with overall course - calendar and schedule
Decisions which must be referred	Research project design and development. PG course delivery: programme content, participant changes and unexpected changes, proposed tracking and process changes

#### **CONTACTS AND RELATIONSHIPS**

Internal to UCT	Immediate team in unit; Department of Paediatrics and Child Health, FHS
External to UCT	Heads of Nursing, educators in other African academic institutions, ministries of health