

# Position Description: Director Education



## About CNSA

As the peak professional body for cancer nursing, the CNSA strives to promote excellence in cancer care through the professional contribution of cancer nurses. To achieve this mission, the CNSA acts as a resource to cancer nurses around Australia, no matter what their geographical location or area of practice. CNSA is the link between cancer nurses in Australia, the consumers of cancer nursing services, and other health professionals involved in cancer care.

## Purpose

The Director of Education leads CNSA's efforts to advance cancer nursing education and professional development across Australia. This role champions the educational needs of cancer nurses, develops and implements CNSA's education strategy, and ensures that the organisation's educational initiatives align with its strategic aims and values. The Education Director identifies priority programs and nursing education, facilitates the development of educational resources and programs, and promotes evidence-based practice among cancer nurses nationwide.

## Criteria

- The Director Education is a CNSA member with experience in cancer nursing education.
- Excellent critical thinking, strategic planning and problem-solving skills.
- Demonstrated high levels of communication, consultation, facilitation, and negotiating skills, including report writing and presentation skills.
- Demonstrated knowledge and ability to provide leadership.
- Demonstrated ability to work effectively as part of a team; and
- Demonstrated understanding of organisational finances and budget management.

## Key Responsibilities

- Provide leadership to the Board in the development of strategy to address the identified education priority areas.
- Collaborate to develop an annual work plan for the Education Standing Committee (ESC) to meet identified membership needs that align with Strategic Plan, Vision and Mission of CNSA.
- Accountable for the CNSA professional development grant policy and processes.
- Oversee the development of a National professional development strategy including the ESC Career Development Framework project.
- Facilitate open and constructive communication relating to education to the Board of Directors.
- Provide leadership and oversight to the development and delivery of resources and activities to support professional development.
- Contribute to the development and maintenance of CNSA policies, procedures and guidelines.
- Participate in both formal and informal capacity on committees, groups, meetings, projects or forums as a representative of the Board as required.
- Contribute to Board reports, newsletter articles and the Annual Report as relevant to the role.
- Promote the cancer nursing image in all professional forums; and
- Other duties as delegated by the President.

## Reporting Relationships

- The Director Education reports to the Board of Directors.
- The CNSA Education Standing Committee reports to the Director Education through the Chair.