



JD FORM 2 - JOB DESCRIPTION

SECTION A – POSITION DETAILS

ORGANIZATION/INSTITUTION/OFFICE: SOLOMON ISLANDS NATIONAL UNIVERSITY

FACULTY/DEPARTMENT: FACULTY OF NURSING MEDICINE AND HEALTH SCIENCES

DUTY STATION: HONIARA

POSITION NUMBER (HRMIS): XXXXXX

UNIVERSITY VACANCY REF: HR 73/2025

POSITION TITLE: LECTURER – MEDICAL SURGICAL NURSING & CLINICAL

POSITION LEVEL: BAND 3 **SALARY RANGE:** \$ 98,423.80 - \$ 136,575.95

THIS POSITION REPORTS TO: HEAD OF SCHOOL/HEAD OF DEPARTMENT- NURSING

THIS POSITION SUPERVISES: TUTOR MEDICAL SURGICAL NURSING & CLINICAL

EMPLOYMENT TYPE: THIS POSITION IS OFFERED ON A **FIXED-TERM CONTRACT OF FIVE (5) YEARS**, SUBJECT TO PERFORMANCE REVIEW AND RENEWAL IN ACCORDANCE WITH UNIVERSITY POLICIES.

SECTION B-LIAISONS

INTERNAL: Deans, Head of School, Departmental Heads and student

EXTERNAL: Ministry of Health & Medical Services MHMS, National Medical Store, National Referral Hospital, Provincial Hospitals and Honiara City Council Clinics

SECTION C - SCOPE OF DUTIES

The Lecturer in **Medical-Surgical Nursing and Clinical** is responsible for delivering high-quality instruction in medical-surgical nursing and midwifery, developing and reviewing curricula and assessments, and ensuring alignment with university and professional standards. The role includes supervising and mentoring students, facilitating clinical teaching in partnership with the National Referral Hospital (NRH), provincial hospitals, and other health facilities, and contributing to research and scholarly activities that advance nursing and midwifery knowledge and practice. The lecturer also participates in quality assurance, program planning, and community engagement, and demonstrates potential for academic leadership, including the capacity to lead departments or academic programs in the future.

SECTION D- KEY DUTIES AND RESPONSIBILITIES

1. Teaching and Learning

- Develop, plan, and deliver engaging and effective learning experiences in medical-surgical nursing, midwifery, and clinical practice.
- Design and implement appropriate assessment methods to evaluate student learning outcomes.
- Prepare, mark, and provide feedback on assignments, tests, and examinations.
- Contribute to course and program development and reviews, ensuring relevance and currency of content.
- Develop innovative teaching techniques and instructional materials to enhance learning.
- Facilitate clinical teaching and support networks of clinical tutors across NRH and provincial hospitals.
- Conduct regular student consultations to assess learning needs and provide academic support.

2. Research and Consultancy

- Identify and develop research topics and proposals aligned with faculty priorities and national health needs, particularly in **medical-surgical nursing and patient care**.
- Conduct, publish, and disseminate research to advance knowledge in nursing, midwifery, and public health practice.
- Source and manage research funding opportunities to support scholarly activities.
- Provide professional consultancy services to the Faculty of Nursing, Medicine and Health Sciences (FNMHS).
- Mentor students and clinical tutors in nursing and midwifery research projects.

3. People Management and Teamwork

- Foster teamwork, collaboration, and effective communication within the FNMHS and departments.
- Contribute to staff mentoring, performance reviews, and conflict resolution.
- Participate in joint decision-making processes and cross-departmental initiatives.
- Build and maintain partnerships with external stakeholders, including professional and educational bodies.

4. Business Planning, Reporting, and Management

- Contribute to the implementation of the University's strategic vision, mission, and goals.
- Support FNMHS and departmental planning, budgeting, and reporting processes.
- Participate in FNMHS and departmental meetings and committees as required.

5. Quality Assurance and Continuous Improvement

- Contribute to program accreditation, quality audits, and external evaluations.
- Support the development and delivery of distance and online learning initiatives.
- Participate in institutional planning and review processes to enhance teaching quality and student satisfaction.

6. Student and Staff Support

- Provide academic and personal guidance to students.
- Address and manage referred student issues within the program.
- Ensure student safety and wellbeing in both classroom and clinical environments.
- Support staff through professional mentoring and collaborative problem-solving.

7. Technical and Clinical Responsibilities

- Deliver instruction, demonstrations, and supervised practice in medical-surgical nursing, midwifery, and related clinical disciplines.
- Maintain active engagement in clinical nursing practice in collaboration with the Ministry of Health and Medical Services (MHMS), National Referral Hospital (NRH), and provincial hospitals to ensure teaching reflects current professional standards.
- Provide clinical supervision and mentorship to nursing and midwifery students during practicum placements, ensuring safe, ethical, and evidence-based practice.
- Uphold and promote professional standards of nursing care, clinical teaching, and patient safety in all instructional and practice settings.

SELECTION E - KEY DELIVERABLES

The incumbent of this position will have their performance assessed according to following key deliverables:

1. **High-Quality Teaching and Clinical Supervision:** Demonstrate excellence in teaching and assessment across theoretical and clinical components.
2. **Curriculum and Program Development:** Maintain up-to-date course materials reflecting current evidence-based practice and regulatory standards.
3. **Research Output:** Conduct and publish research that informs nursing education and clinical practice.
4. **Student Success:** Support student learning, clinical competence, and professional readiness.
5. **Stakeholder Collaboration:** Strengthen partnerships with health institutions for effective clinical training and workforce alignment.

SECTION F – QUALIFICATIONS AND CAPABILITIES

1. Minimum Qualifications

- Master's Degree in Nursing or closely related health discipline.
- Postgraduate Certificate in Tertiary Teaching or equivalent qualification.
- Current registration with the Nursing Council of Solomon Islands (or eligible for registration).
- Minimum of five (5) years' experience teaching and/or coordinating clinical education in medical-surgical nursing.

2. Experience

- Demonstrated expertise and recent clinical experience in medical-surgical nursing practice.
- Proven record in curriculum development, academic assessment, and student mentoring.
- Experience in coordinating and supervising clinical placements in hospital settings.
- Proficiency in using digital tools and learning management systems.

3. Capabilities

- Strong mastery of nursing theory and clinical application.
- Effective communication, interpersonal, and organizational skills.
- Research, analytical, and problem-solving capabilities.
- Commitment to professional ethics, student development, and continuous improvement.

SECTION G- KEY SELECTION CRITERIA

Suitability for this position will be assessed against the following key selection criteria;

KSC 1: Possess a Master's Degree in Nursing (or related field) with a teaching qualification and at least five (5) years of tertiary teaching and clinical coordination experience.

KSC 2: Demonstrated expertise and professional experience in medical-surgical nursing.

KSC 3: Proven ability to design, deliver, and assess curriculum in both theory and clinical practice.

KSC 4: Demonstrated ability to conduct and publish relevant nursing or health research.

KSC 5: Proven student mentoring and academic advisory skills.

KSC 6: Strong collaborative skills with health institutions and professional bodies.

SECTION H - TERMS AND CONDITIONS

Fortnightly Salary Range:	\$3,785.53-\$5,252.92
Annual Salary Range:	\$ 98,423.80 - \$ 136,575.95
Annual Leave Entitlement:	20 working days
Annual Gratuity:	15% of annual basic salary
Housing:	A 15% housing allowance of basic salary and or access to university rental policy schemes.
Other Terms and Conditions of Service relevant to this position:	As per Contract and HR Policy

SECTION H - APPROVAL (*Business use only*)

This Job Description is approved on the basis that I believe it accurately reflects the requirements of the position and will assist the SINU to achieve its Strategic objectives:

Director Human Resource: 

Date Approved: 27/10/25

Additional Comments: *This position is vital in strengthening clinical teaching and advancing nursing education in line with SINU's strategic goals.*