

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS**

Ministry: Health and Wellness

Post: Head, School of Nursing

Salary: Rs 52,550 x 1,650 – 54,200 x 1,700 – 64,400 x 1,800 – 69,800 x 2,000 – 75,800 x 2,150 –
82,250 x 3,000 – 85,250 (09 082 099)

Effective Date: 13 October 2022

- Qualifications:**
- A. By selection from among officers in the grades of –
- (i) Principal Nurse Educator who hold a substantive appointment in the grade; and
 - (ii) Senior Nurse Educator who reckon at least four years' service in a substantive capacity in the grade.
- B. Candidates should –
- (i) possess a Postgraduate Certificate in Management or Human Resource Management or Administration or Education from a recognised institution or an equivalent qualification acceptable to the Public Service Commission;
 - (ii) possess strong organising, conceptual and managerial skills;
 - (iii) possess strong interpersonal and communication skills;
 - (iv) possess tact and initiatives; and
 - (v) have the ability to lead a team of officers.

Role and Responsibilities: To be responsible for the continuing development, implementation and promotion of training programmes and the daily operation of the School of Nursing.

- Duties:**
1. To be responsible to the head of the Ministry through the Director, Nursing for the performance of the following duties –
- (i) to enhance nursing education at all levels;
 - (ii) to manage and motivate all staff, to enable the trainees to receive skilled education in the subject, in a positive, encouraging and effective working environment;

/2...



CERTIFIED CORRECT

S. Nundloll

S. Nundloll

for Secretary for Public Service

13 October 2022

Date.....

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS**

-2-

- (iii) to ascertain that examinations are properly and effectively conducted;
 - (iv) to assess the quality of teaching by attending lectures given by the tutorial staff and offer appropriate criticism with a view to enhancing nursing education;
 - (v) to ensure proper administration and technical control (including disciplinary control), organisation, staffing and coordination of nursing and midwifery education and submission of regular inspection reports thereon;
 - (vi) to plan and implement training in nursing and allied subjects;
 - (vii) to ensure the welfare of students and staff of the School of Nursing;
 - (viii) to organise and administer the various curricula and programmes and carry out regular evaluation thereof;
 - (ix) to ensure the preparation and submission of a list of annual requirements for the School of Nursing as well as to report requirements of staff and teaching equipment;
 - (x) to furnish such periodic reports, as and when required by the management team and the Nursing Council of Mauritius;
 - (xi) to plan for nursing service in the clinical areas in which trainees are posted; and
 - (xii) to attend meetings, as and when required.
2. To use ICT in the performance of his duties.
3. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Head, School of Nursing in the roles ascribed to him.

CERTIFIED CORRECT



S. Nundloll

for Secretary for Public Service

13 October 2022

Date.....

