

Eastern Health

POSITION DESCRIPTION

Position Title:	Clinical Support Nurse/Midwife
Award Classification:	Registered Nurse/Midwife Grade RN28/RN29 QRED 1
Award / Agreement Name:	Nurses and Midwives (Victorian Public Health Sector) Single Interest Employers Enterprise Agreement 2024-2028
Position Reports to:	Associate Director, Learning & Teaching

EASTERN HEALTH – HEALTHIER TOGETHER

Eastern Health is one of Melbourne's largest metropolitan public health services. We provide a comprehensive range of high quality acute, sub-acute, palliative care, mental health, drug and alcohol, residential care, community health and statewide services to people and communities that are diverse in culture, age and socio- economic status, population and healthcare needs. *'Being part of Eastern Health is being part of a welcoming team of healthcare experts'* is achieved through Eastern Health's strategic goal of HEALTHIER TOGETHER.



1. POSITION PURPOSE

The Clinical Support Nurse/Midwife (CSN/M) is a member of the Learning and Teaching team and is accountable for the effective clinical support of nursing/midwifery staff and learners, demonstrating superior consolidated clinical skills at a level of proficiency or expertise as aligned to the EH Nursing Midwifery Domains of Practice.

The CSN/M actively provides educational support to ensure excellent clinical nursing/midwifery service delivery and collaborates with the multidisciplinary team to consider clinical quality and risk, service performance and care standards within the area of expertise. The CSN/M is required to be a clinical nursing/midwifery resource and clinical advisor to the clinical teams. The CSN/M participates in Learning and Teaching education planning and development activities within the clinical specialty area and supports related projects and research, and development activities, to meet specified clinical nursing/midwifery needs in their clinical discipline: at all times working within the professional standards, codes and behaviours that are legislated through the Nursing Midwifery Board of Australia (NMBA), other relevant professional bodies and Eastern Health Policy, Standards and Practice Guidelines.

2. MAJOR DUTIES AND/OR RESPONSIBILITIES

- Possesses current, advanced, specialist clinical nursing / midwifery knowledge and skills, and applies these skills as a role model to the nursing /midwifery role within the clinical team.
- Supports and understands Eastern Health Policies, Standards and Practice Guidelines, and related legislative requirements which impact on wider clinical issues and practices.
- Demonstrates an understanding of the Registered Nurse /Midwife role and responsibility when delegating and supervising other nurses /midwives, including enrolled nurses and students.
- Demonstrates an ongoing commitment to sustaining and strengthening performance and accountability within the program or site.
- Supports implementation of nursing/ midwifery specific best practice standards in area of clinical practice.
- Evaluates educational delivery against comprehensive knowledge of anticipated outcomes.
- Supports learners, at all levels, within the nursing/midwifery/health team and wider multidisciplinary team
- Demonstrates proficient verbal and written communication skills in all professional domains of practice.
- Demonstrates ability to liaise with internal and external peers, stakeholders and clients.
- Obtains feedback and works with the team to meet stakeholder expectations of service standards and responds to any identified deficits.
- Delivers clinical practice in accordance with the philosophy, intent and standards prescribed by Nursing Midwifery Board of Australia (NMBA), NMBA Code of Ethics for Nurses in Australia, NMBA Code of Professional Conduct for Nurses in Australia, including appropriate levels of supervision and delegation.
- Supports the development of educational resources for colleagues, learners, patients/clients and family.
- Takes responsibility for managing own learning needs
- Participates in quality or practice improvement initiatives at local level &/or contributes to, or leads quality or practice improvement initiatives at program or organisational level

- Actively contributes to educational activities for nursing/midwifery colleagues and novices and the wider multi-disciplinary team.
- Participates in development, delivery and evaluation of educational materials, and provides formal and informal education at unit or program level. Plans and conducts teaching sessions, encouraging participation and reflection on practice and experience
- Demonstrates an ability to initiate, implement and evaluate research, encourage nursing / midwifery staff to participate in research and significant quality projects/activities.
- Demonstrates strong coaching and preceptorship skills within the nursing / midwifery and multidisciplinary team and supports succession planning.
- Actively participates in development of a performance development plan that is reviewed annually with their clinical and professional supervisor/manager and is measured against and complies with the specific competencies, NSQHS Standards, NMBA professional standards and codes of conduct, EH Nursing Midwifery Domains of Practice and EH values.
- Models a commitment to continuing professional development and life-long learning.
- Acts as a role model and mentor for staff in promoting professional values and ethics in clinical practice. Influences others to adopt high standards of ethical and legal conduct, which is modelled in own actions and decisions.
- Acts as an ambassador for EH when communicating at local and national professional forums.
- Participates in organisational strategies with all relevant areas as required.
- Evaluates clinical practice against research evidence & identifies areas for practice improvement, highlighting gaps in research evidence.
- Promotes and supports a culture of continuous service improvement, contributes to quality improvement, education and research projects, within the area of practice.

3. SAFE PRACTICE AND ENVIRONMENT

Eastern Health is a child safe organisation, committed to promoting the wellbeing and cultural safety of Aboriginal children, children with disabilities and all children in their diversity. More information [here](#).

Occupational Health and Safety

Eastern Health is committed to provide and maintain a working environment for all staff that is safe and without risk to health. All staff are to take care of their own health and safety and the health and safety of any other person who may be affected by your acts or omissions at the workplace. Understand responsibilities and accountabilities to yourself and others in accordance with OH&S legislation and Eastern Health policies and promote a working environment that is congruent with these guidelines. This includes staff reporting of all clinical and OHS incidents and near misses, particularly those related to Occupational Violence, Manual Handling and Slips, trips and falls.

Staff are required to comply with all state legislative requirements in respect to the Occupational Health and Safety Act 2004 and the Workplace Injury Rehabilitation and Compensations (WIRC) Act 2013.

4. TRAINING AND DEVELOPMENT

Relevant, practical and timely education should direct, facilitate, enhance and support the professional growth and practice of employees in a health environment characterised by change. All programs should endeavour to promote evidence-based practice, a problem-solving approach and to be competency based.

You are expected to participate in the personal development process on an annual basis.

5. QUALITY

As a staff member of Eastern Health staff are required to comply with Eastern Health performance standards and participate in continuous monitoring and improvement as part of your role. You are also required to comply with legislation, professional standards and accreditation standards.

As a staff member employed by Eastern Health services you must have and maintain the appropriate skills and knowledge required to fulfil your role and responsibilities within the organisation. In addition, you must ensure that you practice within the specifications of this position description, and where applicable within the agreed scope of practice.

You are responsible for ensuring safe high-quality care in your work. This will include complying with best practice standards, identifying and reporting any variance to expected standards and minimising the risk of adverse outcomes and patient harm. In addition, you will ensure that service and care is consistent with the EH approach to patient and family centered care.

6. CONFIDENTIALITY

Any information obtained in the course of employment is confidential and should not be used for any purpose other than the performance of the duties for which the person was employed. Staff are bound by the Information Privacy Act 2000 and the Health Records Act 2001.

7. EQUAL EMPLOYMENT OPPORTUNITY

You agree to adhere to the Equal Employment Opportunity policies and practices of the Health Service. Discriminatory practices, including sexual harassment, are unlawful. The Health Service will not tolerate discriminatory behaviour, and any such conduct may lead to the invoking of the Disciplinary Policy and Procedure, which may result in termination of employment.

Our commitment to Diversity, Equity & Inclusion

Eastern Health is committed to creating a diverse and inclusive environment that welcomes and values all people. We recognise that diversity is essential in ensuring Eastern Health provides the best service to its consumers.

Aboriginal and/or Torres Strait Islander peoples, people from the LGBTIQ+ community, people living with disability and those from a culturally and linguistically diverse background, are strongly encouraged to apply.

For more information, please [click here](#).

8. PERFORMANCE DEVELOPMENT

A Performance Review, that includes agreed targets, will occur three (3) months from commencement and then annually based on the duties and responsibilities outlined in this position description. This is an opportunity to review personal, and the allocated work unit's service, performance facilitated by the setting of objectives/goals and ongoing evaluation of performance and achievement. Objectives will be developed annually, documented, discussed and agreed with the immediate line manager, who will act as the assessor. The incumbent is expected to demonstrate and show evidence annually of on-going self and allocated work unit's service development.

9. EASTERN HEALTH'S PROMISE

Our promise to our communities, patients, consumers and staff is that we will be **HEALTHIER TOGETHER**.

Bolder than a vision for the future, our promise calls us to action. We know that working together is the only way we can achieve what is necessary for a healthier future.

Our values are ones in action and are the behaviours that matter most.

- Respect for all
- Safe always
- Partnering in care
- Learning and improving everyday

Learning from the challenges of the past and looking to the future, we understand that we are building towards a more engaged, more reliable, always safe health service in partnership with our people to improve every day.

10. ATTACHMENTS

- Attachment 1 Key Selection Criteria

11. NOTE

Statements included in this position description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all-inclusive.

Prior to accepting any offer of employment, prospective employees will be required to read and commit to the Eastern Health Code of Conduct, including (but not limited to) issues of Occupational Health and Safety, Equal Opportunity and Confidentiality.

Healthcare workers are strongly recommended to follow COVID vaccination recommendations provided in the [Australian Immunisation handbook \(based on ATAGI advice\)](#). Seasonal vaccination against influenza is a mandatory requirement of this role and employment is conditional on this being up to date prior to employment.

Signed: _____

Date: ____/____/____

Manager

INCUMBENT STATEMENT

I _____ (Incumbent Name) have read, understood and accepted the above Position Description and associated Attachments.

Signed: _____

Date: ____/____/____

ATTACHMENT 1

KEY SELECTION CRITERIA

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Essential

- Bachelor of Nursing/Midwifery or other recognised equivalent formal qualification leading to condition free registration in Australia.
- Registration with the Nursing and Midwifery Board of Australia (NMBA) via AHPRA.
- Experience in your area of clinical expertise with demonstrated ability to work with a diverse and complex professional workforce.
- Excellent communication skills - written, verbal and interpersonal - with demonstrated ability to collaborate and work as an effective team member at a local and organisational level, to deliver organisational outcomes.
- Demonstrated ability to work autonomously, utilising well developed critical analysis skills to achieve efficiency and effectiveness.
- Demonstrated ability to support significant change practice initiatives.
- Demonstrated understanding of negotiation, problem solving and analytical skills.
- High level communication, both written and verbal, demonstrated high level of interpersonal skills with colleagues, learners, and all health care professionals.
- Commitment to ongoing professional development.
- Computer literacy and embracing of health technologies and informatics.
- Exhibits behaviour which reflects the Eastern Health values.
- Promotes and contributes to a supportive and engaged team environment.
- Commits to providing a safe environment for all.
- Respectful, collaborative and kind.

Desirable

- Post Registration or Post Graduate qualification or further study in a relevant clinical or academic field or working towards.
- Current Certificate IV in Training & Assessment or working towards.
- Previous experience in preceptorship and delivery of education.

Aboriginal & Torres Strait Islander Candidates

Eastern Health's Aboriginal Workforce Plan 2023 – 2026 was released in February 2023. With a strong focus on cultural safety and belonging, actions included in the Workforce Plan provide practical supports for all Aboriginal and/or Torres Strait Islander staff.

An Aboriginal Employment Coordinator is available to ensure each person has culturally safe and positive employee experiences which foster belonging and access to diverse experiences and career pathways. Should you require further information regarding this position or support to complete an application, please contact the Recruitment Manager for this position or Eastern Health's Aboriginal Employment Coordinator at Aboriginal.Workforce@easternhealth.org.au