

Eastern Health

POSITION DESCRIPTION

Position Title:	Senior Psychiatric Nurse Mental Health and Wellbeing Program
Award Classification:	NP61
Award / Agreement Name:	Victorian Public Mental Health Services Enterprise Agreement 2025-2028
Position Reports to:	Operational & Professional: Director of Nursing, Mental Health and Wellbeing

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

Provide senior mental health nursing leadership across the service to strengthen clinical governance, workforce capability and consumer outcomes. Lead clinical governance, quality and practice improvement initiatives, and support the DON to deliver the mental health nursing strategy and models of care.

2. MAJOR DUTIES AND/OR RESPONSIBILITIES

Clinical leadership and Professional Practice

- Provide clinical leadership and advice across the service and support complex case reviews and escalations.
- Lead the implementation of evidence-based practice and contemporary models of care and aligned to professional and regulatory standards.
- Drive nursing practice improvements and Safer Care Victoria initiatives as delegated, including project leadership for nurse-led programs.
- Represent the mental health nursing workforce to the management of the mental health service and the broader health service within which mental health services are delivered.
- Provide professional leadership to the nursing clinical leadership groups, including Clinical Nurse Managers, Clinical Nurse Consultants, ANUMs, and Senior Nurses in community mental health services.
- Drive nursing practice improvements and Safer Care Victoria initiatives as delegated, including project leadership for nurse-led programs including but not limited to:
 - SafeWards
 - Equally Well
 - Workforce Development
 - Occupational Violence and Aggression
 - Medication Safety
 - National Standards
 - Clinical Supervision Capacity Building
 - Chair relevant committees and meetings

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, in particular 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.

- Partners with the DON to develop, promote and evaluate quality improvement and research activities.
- Facilitate nursing engagement in complex case reviews and critical incident review processes and ensure that learning translate into practice and systems improvement.
- Contribute to policy, procedure and guideline development and review.
- Reviews all external nursing presentations (quality improvement, research findings etc.) with the DON and APD Learning and Teaching to support nurses and ensure a high standard of presentations are maintained.
- Ensures staff compliance with training requirements specified by Eastern Health in appropriate time frames reporting to their line manager
- Promotes research and critical analysis to ensure service and practice benchmarks are achieved.
- Ensures the capability of self and unit/department staff in areas such as the incident management system, policy management system and risk management system
- Participates in required audits and performance review relevant to the provision of nursing care.
- Ensure clinical supervision is offered and available to all mental health nurses in accordance with the EBA and provide clinical supervision as required.

WORKFORCE PLANNING AND SERVICE DEVELOPMENT

- Co-design and implement nursing workforce planning, capability and succession strategies aligned to agreed staffing plans.
- Lead implementation of nursing services changes and new/improved models of care.
- Represent the mental health nursing workforce within internal governance forums and organizational structures, as delegated by the DON.
- Liaise with external bodies (e.g. Office of the Chief Mental Health Nurse; Safer Care Victoria) as delegated, ensuring alignment with statewide priorities.
- Ensure practice alignment with the NMBA standards, National Safety and Quality Health Service (NSQHS) Standards and National Mental Health Standards.
- Promote a safe, respectful workplace consistent with OHS legislation and organizational policy; ensure incident reporting, risk management and audit participation.
- Uphold information privacy, confidentiality, equal opportunity and professional codes of conduct.

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 on the basis of 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

The successful applicant will have the following qualifications:

- Current AHPRA registration as a Registered Nurse with post graduate qualifications in Mental Health Nursing (minimum diploma level).
- Substantial experience leading professional development and/or clinical supervision for mental health nurses.
- Experience in planning, implementing, and evaluating projects.
- Demonstrated senior clinical leadership capability within complex mental health services, including change leadership and stakeholder engagement.
- Advanced knowledge of mental health legislation, standards and evidence-based interventions; strong written, verbal and interpersonal skills.
- Able to competently perform in a position of autonomy and responsibility
- Ability to work flexibly in a complex large organization and manage time effectively
- Ability to work collaboratively with others in a team setting
- Ability to represent mental health nursing professional development issues on Eastern Health committees
- Ability to meet deadlines and manage conflicting priorities
- Advanced level Microsoft Office skills
- Current driver's license

Desirable

- Masters in Mental Health Nursing or equivalent or working towards.
- Master's qualification (or working towards) in leadership/health management.
- Experience in acute adult public mental health sector clinical services, particularly at a NUM level or above.

Personal Attributes

- Demonstrated commitment to the values of Eastern Health
- Excellent interpersonal skills
- Innovative and lateral thinking
- High level of self-awareness and emotional intelligence
- Solution focused

- Flexibility and adaptability
- Self-motivation
- Proven conflict resolution and negotiation skills
- Enthusiasm, energy and drive
- Professionalism

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