

Role Statement

Hospital Support Nurse

Role Reports to	Senior Health Service Manager DonateLife Regional Nurse Manager
Number of Direct Reports	Nil
Travel	Intrastate DonateLife VIC Carlton office for training and meetings
Employment	0.42 FTE Monday – Friday Fixed term 12-month parental leave contract CNC A/CAPR 3.1 ZF4

Purpose

DonateLife Victoria (DLV) coordinates organ donation across the state. A team of dedicated medical and nursing specialists work within Victorian hospitals, to provide professional services and encourage best practice to increase organ and tissue donation. The DLV team also coordinate marketing and communications, provide hospital and community education, and support for donor families in Victoria.

The role of the Hospital Support Nurse (HSN) is to advocate for donation, build professional relationships and deliver the key performance indicators and expectations of the Clinical Practice Improvement Program (CPIP) and support DLV's strategy. This includes:

- Completion of the DonateLife Audit
- Schedule, prepare and deliver hospital education to a variety of audiences
- Receive donation referrals supported by an Educator or Donation Specialist Nurse
- Entering patient data into the Electronic Donor Record (EDR)
- Progress projects, policy reviews and prepare meeting papers

- Support the application of the Best Practice Guidelines for Offering Organ and Tissue Donation in Australia.

Expertise

Essential

- Post Grad qualifications in Critical Care
- Intermediate level computer skills
- Positive and solution focused attitude
- Team player and collaborator
- Able to work autonomously
- Clear communicator

Desirable

- Hospital Clinical Champion for organ and tissue donation
- Experience in education delivery to a variety of audiences
- Leadership experience

For further information please contact
DonateLife Victoria 03 8317 7400