

Position Description

Position Title:	Registered Psychiatric Nurse, Aged Persons Acute Inpatient Mental Health Service (South Ward, Peter James Centre)
Classification & Salary Range:	Registered Psychiatric Nurse, Mental Health EBA: NP11-NP70
Agreement Name:	Victorian Public Mental Health Services Enterprise Agreement 2024-2028
Position Reports to:	Nurse Unit Manager
Last updated:	September 2026

Position purpose

The Registered Nurse / Midwife is a valued and collaborative member of the multidisciplinary health care team at Eastern Health and is accountable for coordinating and delivering safe and comprehensive patient centered care while working competently within their scope of practice and in alignment with the Eastern Health and Nursing & Midwifery Board Practice Standards.

About South Ward

South Ward is an Older Adult Acute Inpatient Mental Health Service Unit dedicated to providing comprehensive assessment and treatment for individuals aged 55 years and above. The unit currently operates with 24 LDU beds out of a total 30-bed capacity, offering specialized care for patients experiencing mental and physical illnesses that impact functional and cognitive capacity. South Ward is introducing a Memory Care Area (MCA) comprising six beds, designed to provide specialized care for older adults with cognitive impairments and dementia-related conditions. South Ward has adopted the Collaborative Recovery Model (CRM) as its guiding framework for care delivery. This model emphasizes person-centered, recovery-focused care, ensuring that patients are actively involved in their treatment journey. The approach integrates a multidisciplinary team and partnerships with community-based services including Aged Persons Assessment Team (APAT) and Wellness in the Home (WITH) to promote continuity of care and holistic recovery.

Major Duties/Responsibilities

Healthcare Excellence

- Works collaboratively to ensure the efficient, effective and responsive operation of the allocated work unit. Assumes the role of Associate Nurse Manager (ANUM) or team leader as required.
- Supports and encourages patient's/clients/residents and their families understanding of care delivery and care planning through effective and timely communication with patients/clients/residents, team members, and the community.
- Practices in accordance with the professional standards, codes and behaviours that are legislated through the Nursing and Midwifery Board of Australia (NMBA).
- Ensures clinical interventions are evidence-based and consistent with policy, standard and clinical practice guidelines prescribed by the organization.
- Complies with Eastern Health policies and reports all actual or near-miss events.
- Incorporates practice which aligns with the EH Nursing & Midwifery Practice Guideline, as relevant to the clinical setting.
- Is accountable for reporting outcomes of nursing interventions to the Unit Manager, Team Leader, ANUM or delegate.
- Treats all patients, clients, residents, visitors and staff in a courteous and non-discriminatory manner. Provides an efficient, effective and customer-focused service.
- Facilitates effective patient flow processes in accordance with the guidelines established by the unit and organization.



Leading in Training

- Takes responsibility for managing your own learning needs.
- Participates in relevant professional development programs and contributes to ongoing education initiatives within the unit.
- Participates in the supervision, support and mentorship of students and new staff.
- Provides supervision and appropriate clinical delegation to the Enrolled Nurse, Health Assistant and pre-registration learners.
- Participates in an annual performance development process which informs their ongoing professional practice and achievements.
- Complies with mandatory and other identified training requirements specified by NMBA and Eastern Health. Maintains accurate documentation of evidence of this training and professional development.

Leading in research & innovation

- Promotes a culture of continuous quality service improvement within the unit and participates in activities designed to continuously improve standards of service and practice.
- Maintains own knowledge of evidence-based practice and updates own knowledge and skills accordingly
- Supports the NUM in the identification of new initiatives to improve sustainability in the unit/department.
- Identifies or participates in prevention and early detection initiatives of the organization.
- As a staff member of Eastern Health you 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.
- Maintain the appropriate skills and knowledge required to fulfil your role and responsibilities within the organization. In addition, you must ensure that you practice within the specifications of this position description, and where applicable within the agreed scope of practice for the role, setting and specialty, being cognizant of any legislative, educational and competency requirements of extended practice.

A Values-Based, Safe Workplace

- Eastern Health is committed to providing and maintaining a working environment for all staff that is safe and without risk to health.



- Staff are required to take care of your 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.
- Recognizes and deters potential risk which may jeopardize your health, safety and wellbeing.
- 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.
- Identifies and reports all clinical and OHS incidents and near misses, particularly those related to Occupational Violence, Manual Handling and Slips, trips and falls.
- Complies with all State legislative requirements in respect to the Occupational Health and Safety Act 2004 and the Workplace Injury Rehabilitation and Compensation (WIRC) Act 2013.
- Implements harm minimization and risk assessment strategies for at-risk individuals.
- Treats all employees of the organization with respect and dignity and free of discrimination or harassment.
- Complies with NMBA Code of Professional conduct and professional standards.
- Complies with mandatory and other identified training requirements specified by NMBA and Eastern Health. Maintains accurate documentation of evidence of this training and professional development.

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 organization. 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 minimizing 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.



Key Selection Criteria

Essential Selection criteria:

- Understanding and commitment to professional standards, codes and behaviours as legislated through the Health Act, Nursing Midwifery Board of Australia, other relevant professional bodies and Eastern Health Policy, Standards and Practice Guidelines.
- Awareness and understanding of National Standards and Accreditation Standards.
- High level communication, both written and verbal, demonstrated high level of inter personal skills with consumers, their families 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 and NMBA Codes and Standards.
- Promotes and contributes to a supportive and engaged team environment.
- Commits to providing a safe environment for all.
- Respectful, collaborative and kind.

Desirable Selection criteria:

- Recent Acute Mental Health nursing experience (within Australia)

Qualifications

- Registration with the Nursing and Midwifery Board of Australian (NMBA) via AHPRA

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.

Read more about Eastern Health's strategic goals [here](#).

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](#).



Aboriginal and Torres Strait Islander Candidates

Eastern Health's Aboriginal Workforce Plan 2026 - 2028 was released in July 2026. With a strong focus on cultural safety and belonging, actions included in the Workforce Plan provide practical support 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.

For support, please contact our Aboriginal Employment Coordinator, Aboriginal.Workforce@easternhealth.org.au

Important Information

All new and existing employees are committed to the following in order to uphold Eastern Health's Promise and Values

- To uphold confidentiality as per the Privacy Act 2000 and the Health Records Act 2001
- To comply with Eastern Health code of conduct and Policy and Procedures
- To comply with Eastern Health performance standards and industry professional standards
- Participate in continuous monitoring and improvement
- Comply with legislation and accreditation standards
- Ensure service and care is consistent with the Eastern Health approach to patient and family centered care
- Eastern Health is a child safe organization, 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, Quality and Improvement

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 Compensation (WIRC) Act 2013.

Eastern Health employees have a responsibility and accountability to contribute to the organization's commitment to Quality, Safety and Improvement by:

- Participating in and actively contributing to quality improvement programs
- Complying with the requirements of the National Safety & Quality Health Service Standards
- Complying with all relevant clinical and/or competency standards
- Complying with the principles of Patient and Family Centered Care that relate to this position



For more information about Quality and Safety please click [here](#) or for Staff Wellbeing please click [here](#).

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. [Child Safety | Eastern Health](#)

Final 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.

Appointment to this position is subject to a satisfactory National Police Check, compliance with mandatory vaccination requirements, including annual influenza vaccination, and evidence of immunity to vaccine-preventable diseases where required.

Application Support

If you require supports or adjustments with submitting your application or throughout the recruitment process, you are welcome to contact the hiring manager or the Talent Acquisition Team on (03) 9955 7555 option 1 (for current employees please select option 2).

Candidate statement:

I _____ have read, understood and accepted the above Position Description and associated Attachments.

Signed: _____ Date: _____

Role specific Attachments

- Attachment 1 – EH Nursing & Midwifery Domains of Practice Professional Framework

Attachment 1 – EH Nursing & Midwifery Domains of Practice Professional Framework (updated April 2026)

The Nursing Midwifery Domains of Practice resource has been developed by the Eastern Health Nursing Midwifery Executive using the domains of nursing as identified by Ackerman et al. (1996) (1) and the National Common Health Capability Resource (2013). Its aim is to support the individual clinician by promoting common behaviours and skills which comprise and represent the complex role of nursing and midwifery.

There are six domains of practice which are considered integral components of the role of all Eastern Health nurses and midwives: comprehensive clinical care, workforce, education, research and evidence-based care, professional leadership and digital capability (See summary at Table 2).



The domains have been referenced to the ‘novice to expert’ skills acquisition model first developed by Dreyfus (2) and adapted for nursing by Benner (3). Behaviours are specified at five different levels, and reflect an increasing degree of autonomy, complexity, awareness and activity being performed. The level of skills acquisition will be dependent on nurses and midwives’ specific roles and experience.

Table 1: Summary of Behaviour Levels

Novice	Works within a known and stable context , consulting when abnormalities arise before taking action
Advanced Beginner	Works within a known and stable context , consulting when abnormalities arise
Competent	Acts independently in routine situations within scope, and responds to known dilemmas
Proficient	Acts independently in complex situations within scope, and responds to unknown dilemmas
Expert	Provide vision and direction. Shapes and implements strategies and initiatives that enable others to perform as required

Levels do not equate to roles or hierarchy within the workforce. Instead, the levels reflect what level of behavioural skill is required to achieve the desired care goals or outcomes in a given situation. Levels should be treated as cumulative, meaning that behavioural indicators at subsequent levels in the scale should be read in conjunction with the behaviours specified at any lower level.

Some levels may serve as an aspirational standard in some instances, rather than accurately reflecting behaviours of current practice. Where a gap exists between current and future practice behavioural skill requirements, there should be aspiration to meet the standard specified to enhance or effectively meet individual and community health needs.

Table 2: Domains of Practice

DOMAINS OF PRACTICE					
 Comprehensive Clinical Care - Plan and prepare care - Deliver and manage care - Monitor and evaluate care	 Workforce - Planning for the Future - Safety and Quality - A great place to work	 Education - Healthcare education for patients and carers - Own professional education and development - Professional education and development of others	 Research and Evidence-based Care - Knowledge of the evidence-based care relevant to area of practice - Involvement and dissemination of research and quality improvement findings	 Leadership and Governance - Professional conduct - Accountability	 Digital Capability - Digital professionalism - Leadership and advocacy - Data and information quality - Information-enabled care - Technology