



**Position Title:** Casual Registered Nurse

**Location:** Queen Elizabeth Centre, 53 Thomas Street, Noble Park

**Reports to:** Nurse Unit Manager, Residential Services

**Our Vision:** QEC's vision is for our children to get the best start in life.

**QEC Values:**

- Respect: We respect the feelings and beliefs of others
- Teamwork: We listen to, acknowledge and accept others in our team
- Integrity: We approach others with fairness, honesty and openness
- Excellence: We strive for excellence and quality in everything we do
- Resilience: We are positive in our approach to all challenges

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## INTRODUCTION

Formed in 1917, QEC is Victoria's largest provider of residential and community based Early Parenting Services. We deliver a variety of different programs to more than 3,800 families annually - directly and in partnership with government and NFP partners across Metropolitan and Regional Victoria.

QEC is a 42 bed public hospital and community service organisation. We provide residential, inpatient services at our Noble Park site. We also proudly support families with in-home and community based services across metropolitan Melbourne and regional Victoria.

QEC promotes the safety, wellbeing and inclusion of all children. We advocate for child-focused and family-centred practices underpinned by a philosophy that family is the principal source of care for children, offering services and programs that are culturally relevant and accessible to all clients.

Many families face a variety of challenges that impact on their ability to nurture and support their young children. QEC programs are research-informed and tailored to meet the unique needs of each family and enable families to nurture, protect and enhance their children's, safety, health and development. With locations across Victoria including Noble Park, Wodonga, Preston, Dandenong, Carrum Downs, Bairnsdale and Morwell, QEC employs approximately 140 staff including Maternal and Child Health Nurses, Midwives and General Nurses, a Medical Practitioner, Social Workers, Mothercraft Nurses and Early Childhood Educators.

## **POSITION SUMMARY**

### **Location**

The role of Registered Nurse is based at QEC, 53 Thomas Street, Noble Park.

### **Details**

Hours	Flexibility is required over a 24/7 roster
Agreement	Nurses and Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2016-20

### **Reporting Relationships**

Reports to:	Nurse Unit Manager, Residential Services
Supervises:	Nil
Internal liaisons:	QEC Executive team, Residential Staff, Area Managers and Staff
External liaisons:	Department of Health and Human Services Other Stakeholders

### **Role Profile**

The Registered Nurse (RN) is a valued and integral member of the Queen Elizabeth Centre's multidisciplinary team, demonstrating highest quality care for children and families engaged in our programs.

The RN works competently within their scope of practice to deliver safe, evidence based person centred care to achieve optimal outcomes for all children.

As part of the multidisciplinary team, the RN will work across all QEC parenting programs delivered at Noble Park as required. These include Residential, Day stay, Parenting Assessment and Skill Development Service (PASDS) and group activities.

### **PASDS Program Overview**

The Residential Parenting Assessment & Skills Development Service (PASDS) is an intensive skills development and parenting assessment program for families referred by Department of Health and Human Services (DHHS – Child Protection). The program is delivered within a framework of 10 days. The PASDS team works in partnership with families with children aged up to 3 years at high risk of abuse and/or neglect to identify parenting strengths and concerns and develop appropriate strategies to manage these concerns. A child and family action plan is developed and a range of education and strategies are discussed, role modelled and coached. Individual discussions with staff, group work and educational resources are used by the PASDS team. Throughout the admission, the parents are assessed on various parenting domains, their ability to learn and implement new learnings and their overall attitude to parenting.

## **Residential Program Overview**

The 5 day Residential Program offers an intensive style of support and care for families who are experiencing complex difficulties with their young children. The residential stay is for 5 days and families are provided with practical support, education and advice whilst staying at QEC.

## **Day Stay Program Overview**

The 1 day Day Stay program offers families with young children support and education to deal with a range of parenting issues.

## **Position Responsibility**

### **Key Accountabilities**

- Works in partnership with clients as members of the care team helping family members participate in a continuous cycle of analysing their strengths and goals (assessment), planning and implementing intervention/s and reviewing progress.
- Work together, with families and QEC staff to achieve unified goals so as to maximise each child's health, wellbeing, learning, development and safety.
- Assess, plan, implement, evaluate and document comprehensive nursing care and family action plans in accordance with QEC's Model of Care, professional and legislative standards and QEC's values.
- Identify actual or potential health problems through health and child developmental assessment and application of clinical judgement. Escalate any concerns or risks identified to reporting manager.
- Ensure the safety of clients/families, staff and visitors in relation to the provision of a safe environment from OHSES and Infection Control perspectives.
- Evaluate practice and identify areas that could be improved in accordance with the National Safety and Quality Health Service (NSQHS) Standards.
- Ensures practice is in accordance with code of ethics, professional standards and legislation by maintaining current knowledge and competence within the scope of the position
- Works collaboratively, consulting with internal and external professionals, disciplines, and/or family stakeholders for primary or secondary involvement and/or advice to enhance family goal achievement.
- Demonstrate and implement an understanding of the factors that determine the health status of children and their families.
- Integrate cultural sensitivity and respect in all communications and interactions.

## Key Selection Criteria

### Essential Criteria

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| <ul style="list-style-type: none"><li>• Div 1 Registered Nurse and/or Midwifery</li><li>• Up-to-date theoretical knowledge of family and child health, development and parenting.</li><li>• Ability to work in partnership with parents/careers to enhance their parenting capacity.</li><li>• Solution based approach to infant, child, family and parenting issues</li><li>• Experience in facilitating group education</li><li>• Knowledge of adult learning theory and ability to apply this according to each individual's need and experience.</li><li>• Recognition of the importance of the child's first 1000 days, informing adult health and wellbeing outcomes.</li><li>• Experience working with families experiencing vulnerability.</li><li>• Ability to assess infant/child development and parent's capacity to provide safe and direct care, and respond to any immediate needs and risks.</li><li>• Understanding of the legislative requirements that guide all decision making and service delivery for vulnerable and at-risk children and families.</li><li>• Relevant knowledge of OHSES and infection control</li></ul> | <ul style="list-style-type: none"><li>• Current AHPRA registration</li><li>• Current Working With Children Check</li><li>• Consent to undertake National Police Record Check</li><li>• Current Australian Work Rights</li><li>• Evidence of current immunisation status</li></ul> |
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### Desirable Criteria

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| <ul style="list-style-type: none"><li>• A further graduate qualification in Maternal and Child Health Nursing</li></ul> | <ul style="list-style-type: none"><li>• A further graduate qualification in Paediatric nursing or Psychiatric nursing with experience on mother and baby units preferred</li></ul> |
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### Personal Attributes

**Integrity** - Operates in a manner that is consistent with the organisation's code of

**Empathy and Cultural Awareness** - Communicates well with, relates to and sees issues from the

conduct. Builds trust through consistent actions, values and communication. Treats all sensitive information with utmost confidentiality.

**Self-Confidence-** Reflects on their actions in a balanced way.

**Organisational and Time Management Skills –** Reliable and punctual. Manages own work time effectively and prioritises work tasks, seeking advice when needed.

**Customer Focus-** Committed to delivering high quality outcomes for clients

perspective of people from a diverse range of culture and backgrounds. Respect and value the traditional owners.

**Relationship Building-** builds trust through consistent actions, values and communication

**Team work-** Accommodates and works well with the different working styles of others

**Flexibility-** accepts changed priorities without undue discomfort

### Other Information

- A pre-employment medical assessment may be required upon request
- QEC is a smoke free workplace
- Current Victorian drivers' license
- QEC has a zero tolerance to all forms of violence. QEC is committed to the safety and wellbeing of our families and staff.
- The residential, day stay and home based services close down for the period of Christmas/New Year and it is a requirement that all relevant staff take annual leave at this time
- The Victorian Public Sector Code of Conduct and Victorian Child Safe Standards apply to all staff
- QEC promotes diversity and equal opportunity in employment and is committed to a more diverse workforce.

### PERFORMANCE APPRAISAL

1. Where a new employee is appointed to this position, a performance review will be scheduled prior to the end of the 6 month probationary period.
2. Formal reviews are conducted at least yearly. Performance is monitored against the key skill requirements and capabilities as detailed in this position description and performance goals identified in the performance development process.

### Employee Position Declaration

I have read and understand the requirements and expectations of the above Position Description. I understand that the information and statements in this Position Description are intended to reflect a general overview of the responsibilities and are not to be interpreted as being all-inclusive.

**Employee Signature:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

For further information, please contact QEC People & Culture 03 9549 2777 or [peopleandculture@qec.org.au](mailto:peopleandculture@qec.org.au)