

Position Description

Position Requirements

Position	Community Nurse - Casual
Position No	
Classification	Nurses Award- Aged Care Nurse Level 2
Site	South Morang
Reports to	Aged and Disability Services Team Manager

Position Summary – Primary Purpose

Working within their scope of practice, the organisation's Community Nurses support Aged and Disability clients to achieve their clinical and health goals by providing excellent, evidence-informed clinical care according to each client's established care plan.

Community Nurses also contribute to effective clinical risk management according to organisation's Clinical Governance Framework, by observing and reporting any clinical concerns to ensure timely follow up.

Role Accountabilities (Key Result Areas)

The Community nurse works as part of a team of professionals to ensure high standards of assessments and outcomes are attained for organisation clients in receipt of a Support at Home Package.

KRA 1: Service Delivery & Client Outcomes

- Working within your scope of practice and latest evidence-informed practice provide nursing support to each client according to the client's care and service plan.
- Report concerns in any nursing management activity through to the Aged and Disability Services team immediately to consult on the appropriateness of care.
- Report deterioration in a client's condition immediately to facilitate a reassessment and/or plan review.

KRA 2: Quality, Compliance & Service Improvement

- Engage with organisation's quality management systems and processes, including to support quality assurance and continuous improvement activity as required.
- Seek and support each client to provide feedback on service quality improvement.
- Provide any feedback and suggestions to contribute to the development of innovative, flexible community services.
- Ensure adherence to organisation quality and operational policies and procedures.

KRA 3: Risk and Clinical Governance

- Understand organisation's Clinical Governance Framework and work within in to ensure client clinical risk is managed.
- Report newly observed or suspected clinical or client issues immediately to the Aged and Disability support team.

- Report any suspected client abuse or neglect immediately to the Aged and Disability support team.
- Document nursing activity, client clinical changes or concerns in the organisation Client Management system, accurately and in a timely manner.

KRA: Continuing Professional Development & Compliant Practice

- Maintain contemporary knowledge of clinical practice.
- Undertake regular professional development in relevant clinical practice areas and organisation mandatory training.
- Maintain professional knowledge of sector regulation, standards and requirements.
- Work according to organisation policy and procedure, and government regulations and guidelines.

Organisation Team Member Accountabilities

Teamwork, Culture & Values

Encourage open communication, mutual respect, and a shared commitment that contributes to employee satisfaction, engagement, and the overall success of the organisation. Key elements include:

- Ensuring clear communication.
- Building mutual trust through respect, openness, and transparency.
- Working collaboratively on shared responsibilities.
- Working to maintain a supportive environment that encourages staff ideas and feedback.
- Role modelling reinforcing organisation's values to create a positive and inclusive office culture.

Quality & Risk Management

Consistently deliver high quality service that satisfies both internal and external stakeholders. This involves:

- Implementation of, and adherence to, quality policies and processes.
- Contributing to continuous improvement through ideas and initiatives.
- Complying with industry specific standards and regulatory requirements.
- Actively listening to customers and other team members and creatively solving improvement issues.
- Being aware of, identifying, and reporting potential risks that could affect the organisation's operations and goals.

Workplace Health and Safety

Understanding the importance of creating a safe working environment and encouraging responsibility for health and safety among employees. Key elements include:

- Identifying potential hazards and removing the hazard or raising this as a concern
- Making suggestions for the improvement of safety and wellbeing in the workplace.
- Assessing risks associated with tasks and equipment.
- Fulfilling safety roles, such as Fire Warden, First Aid Officer, or Health and Safety Representative if nominated.
- Encouraging employee involvement in decision making about safety matters.
- Adhering to policies and procedures based on industry best practices.

- Promoting a culture of safety through awareness.

Key Selection Criteria

The incumbent must have:

- Demonstrated experience in a similar role
- Extensive understanding of the challenges, needs, and issues affecting older people, their families, and carers.
- Strong knowledge and understanding of the Support at Home Program, Home Care Packages (HCP), and support systems within the aged care sector, including funding mechanisms and associated requirements.
- Proven experience in delivering person-centred care and support and ability to work within service models that promote client empowerment.
- Capacity to work with a diverse range of people, including people with a disability, CALD communities, allied health and other service providers, assessment agencies and referrers.
- Excellent interpersonal skills and ability to work in a multidisciplinary team.
- Ability to genuinely embody and promote organisation's values.

Mandatory Requirements:

- Bachelor's level qualifications in nursing
- Current AHPRA Registration as a Registered Nurse
- Clear NDIS Worker Screening Check
- Clear National Police Check
- Current Victorian Driver's License
- Evidence of right to work in Australia

Our organisation is an inclusive employer and values the contribution of people with disabilities to our workplace.