

Position Description

Position Title	Registered Nurse and Midwife
Position Number	30010693
Division	Clinical Operations
Department	Early Parenting Centre
Enterprise Agreement	Nurses And Midwives (Victorian Pub Health Sector)(Single Interest Employers) Enterprise Agreement 2024-2028
Classification Description	Midwife Grade 2
Classification Code	YS2-YS8
Reports to	Associate Nurse Unit Manager
Management Level	Non Management
Staff Capability Statement	Please click here for a link to staff capabilities statement
Mandatory Requirements	<ul style="list-style-type: none"> • National Police Record Check • Working with Children Check • Registration with Professional Regulatory Body or relevant Professional Association • Drivers Licence • Immunisation Requirements

Bendigo Health

Bendigo Health is a leading regional health service, learn more about us by visiting our website: [Bendigo Health Website - About Bendigo Health](#)

Our organisation is a child safe organisation, committed to the safety and wellbeing of all children and young people. All Aboriginal and Torres Strait Islander adults, children and families will be supported to express and be proud of their culture in an environment that is culturally safe and supported.

Our Vision

Excellent Care. Every Person. Every Time.

Our Values

CARING – We care for our community,

PASSIONATE – We are passionate about doing our best,

TRUSTWORTHY - We are open, honest and respectful

The Position

Registered Nurses and Midwives within the EPC are responsible for the delivery of early parenting services in an efficient and effective manner and in accordance with statutory requirements. Registered Nurses and Midwives are key members of the EPC clinical team, providing frontline care to families to assist in the establishment and maintenance of healthy parent-child relationships. The role assists parents in learning to care for their young children and themselves as parents. This includes the establishment and maintenance of feeding, sleeping, rest, play, safety and hygiene.

The Registered Nurse and Midwife establishes and maintains an effective supportive, safe and welcoming learning environment for children and their parents. In addition, they plan, organise, implement, guide and evaluate play and age appropriate learning experiences for young children, encouraging parents to participate.

In addition, they ensure effective and efficient utilisation of resources in the provision and delivery of high quality parenting service to families and deliver early parenting programs that meet staff, client and stakeholders' objectives. In collaboration with other members of the multidisciplinary team, the Registered Nurse/Midwife supports EPC operations through provision of high quality nursing services. Encouraging a flexible approach to EPC care, the Registered Nurse/Midwife may participate in all aspects of EPC program, including Day Stay, Residential Unit, Assessment and Intake and Telehealth/Web based services.

Responsibilities and Accountabilities

Key Responsibilities

- Provide high quality child-centred, family-focussed care and support to vulnerable families and their children up to 4 years who are referred to Bendigo EPC programs for support. This includes working from a relationships and Family Partnership Model approach and having an understanding of the inherent strengths and resilience of families.
- Conduct comprehensive assessments to meet the complex care needs of children and families experiencing vulnerability including goal setting, interventions and discharge planning.
- Contribute to and maintain high quality documentation. This includes comprehensive documentation from assessment and intake through to point of discharge and connection of families into community / alternative support services.
- Work in collaboration and negotiate with key stakeholders (in particular families) to ensure complex care needs are effectively identified and translated into individual tailored care planning and interventions to address issues or concerns.
- Assist families within a multidisciplinary team to build the capacity of parents to meet the child's health, safety and developmental needs.
- Assist parents in learning to care for themselves as parents and their young children, including establishment and maintenance of feed, play, sleep and hygiene and limit setting of behaviour.
- Assist families from diverse backgrounds in a respectful and culturally sensitive manner, recognising different parenting practices and the need for a flexible and innovative approach to parenting support.
- Establish and maintain an effective supportive, safe flexible and welcoming learning environment for children and their parents.
- Contribute to a positive workplace and a culture of learning.

Key Selection Criteria

Essential

1. Current registration as a Registered Nurse and/or Midwife with the Nursing and Midwifery Board of Australia through the regulatory body, Australian Health Practitioner Regulation Agency (AHPRA).
2. Recent clinical experience in paediatrics, midwifery and /or maternal and child health nursing or mental health.
3. An understanding and knowledge of child/ infant health.
4. Previous experience of working in partnership with families, including families experiencing multiple or complex issues
5. An understanding of, or ability to identify, the range of services available in the community sector to support families.
6. Experience working in a multidisciplinary team.
7. Well-developed verbal, written, interpersonal, communication and computer literacy skills and knowledge.

Desirable

8. Previous experience working in an EPC or community based services to support early parenting
9. Post Graduate qualification in Paediatric Nursing / Mental Health Nursing / Community Nursing

Additional Information

- EPC services close down for the period of Christmas/New Year and Easter and staff are encouraged to take annual leave at this time.
- This position may require day, evening and night duty hours.

Generic Responsibilities

All Bendigo Health staff are required to:

- Adhere to the **Victorian Government's Code of Conduct**
- Uphold **Occupational Health and Safety** responsibilities, including self-care, safeguarding others, and participating in safety initiatives and reporting.
- Comply with all **Bendigo Health policies and procedures**, including those related to clinical, managerial, and standard work practices.
- Follow **Infection Control** procedures to prevent cross-contamination and ensure the health and safety of all.
- Maintain **strict confidentiality** regarding all organisational, patient, and staff information.

- Engage in **continuous quality improvement** activities aligned with the National Safety and Quality Health Service Standards (NSQHSS).
- Recognise and respect **diversity**, fostering inclusive practices in the workplace and service delivery.
- Staff must carry out all lawful and reasonable directions and comply with relevant professional standards and ethical codes.
- Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Bendigo Health.
- Maintain ability to perform the inherent requirements of this role. Inherent requirements are the essential tasks necessary to perform this role, including reasonable adjustments. Bendigo Health is committed to a safe workplace that supports all employees. The role may require specific physical and cognitive abilities, which can be discussed with the manager during recruitment or at any time. We understand that personal circumstances can change and impact your ability to meet these requirements; additional policies are available to guide you through this process. Please request the relevant procedures for more information.

All Bendigo Health sites, workplaces and vehicles are smoke free.

This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Bendigo Health's discretion and activities may be added, removed or amended at any time.