

## Position Description

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| Position Title             | Registered Midwife – Night Shift                                                                                                                                                                                                                                                       |
| Position Number            | 30011191                                                                                                                                                                                                                                                                               |
| Division                   | Clinical Operations                                                                                                                                                                                                                                                                    |
| Department                 | Womens Ward                                                                                                                                                                                                                                                                            |
| Enterprise Agreement       | Nurses And Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2024-2028                                                                                                                                                                        |
| Classification Description | Midwife G2 Y2 – Y8                                                                                                                                                                                                                                                                     |
| Classification Code        | YS2 – YS8                                                                                                                                                                                                                                                                              |
| Reports to                 | Midwife Unit Manager – Womens Ward                                                                                                                                                                                                                                                     |
| Management Level           | Non Management                                                                                                                                                                                                                                                                         |
| Staff Capability Statement | Please click here for a link to <a href="#">staff capabilities statement</a>                                                                                                                                                                                                           |
| Mandatory Requirements     | <ul style="list-style-type: none"> <li>• National Police Record Check</li> <li>• Working with Children Check</li> <li>• Registration with Professional Regulatory Body or relevant Professional Association</li> <li>• Drivers Licence</li> <li>• Immunisation Requirements</li> </ul> |

## Bendigo Health

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

As an organisation we are committed to delivering safe, inclusive and high-quality care to our diverse communities across the Loddon Mallee Region. We value and respect the unique backgrounds, cultures and experiences of the people we serve and those who work with us.

We are a proud child safe organisation, dedicated to the safety, wellbeing and voice of all children and young people. We are committed to creating a culturally safe and welcoming environment where Aboriginal and Torres Strait Islander peoples—adults, children and families—are respected, supported and empowered to express and celebrate their culture.

## Our Vision

To be a trusted regional healthcare service recognised for delivering exceptional care, being a great place to work, and being deeply connected to our community.

## Our Values

**PASSIONATE** – We are passionate about doing our best – for our patients, our colleagues and our community.

**ACCOUNTABLE** – We take ownership of our actions and outcomes, always striving for integrity and improvement.

**CARING** – We care deeply for our community – and our community cares for us. Compassion is at the heart of everything we do.

**TRUSTWORTHY** - We are open, honest and respectful in all that we do – earning the trust placed in us every day.

## The Position

The Women's Ward operates within the Women and Children's Department at Bendigo Health, providing specialised care to women and families across the Loddon Mallee region.

Located on Level 3 of the Bendigo Hospital, the Women's Ward supports approximately 1,800 births annually and comprises 18 beds delivering antenatal, postnatal, and gynaecological care. The service is supported by a collaborative multidisciplinary team of midwives, medical officers, and allied health professionals, ensuring patients receive high-quality, evidence-based care throughout their admission. An on-call Obstetrician, Gynaecologist, Paediatrician, and Anaesthetist are available to provide specialist support as required.

The Women's Ward is committed to delivering woman and family-centred care that is responsive to the individual needs, preferences, and cultural values of each woman. Care is underpinned by a strong commitment to safety, quality improvement, and the provision of contemporary maternity services that achieve optimal outcomes for women, babies, and their families.

Continuity of care is enhanced through close collaboration with the Maternity at Home service and Lactation Consultants, who provide specialised support during the postnatal and early parenting period.

The Women's Ward team delivers contemporary, evidence-based midwifery care in accordance with the standards, codes, and registration requirements established by the Nursing and Midwifery Board of Australia (NMBA). Professional practice is demonstrated through appropriate qualifications, ongoing professional development, adherence to relevant legislation and policies, and the delivery of care within a safe, accountable, and person-centred framework.

## Responsibilities and Accountabilities

### Key Responsibilities

- Provide safe, quality care in line with the Registered Nurse/ Registered Midwife standards for practice (Nursing and Midwifery Board of Australia), policies, protocols, guidelines and legislation.
- To develop and maintain professional nursing/midwifery standards and practice.
- Assist in the assessment, planning, delivery and evaluation of a safe and high standard of care in consultation with the healthcare team for all patients, clients, consumers and their carers/families.
- Engage in effective communication so as to include the patient, carers/family and healthcare team in the immediate and ongoing health care.
- Ensure all patients, clients, consumers, carers/ families, visitors and other staff are treated with respect, dignity and courtesy.
- Promote breast feeding and provide high quality evidence-based care to optimise breastfeeding outcomes for families.
- Assess the need for and provide health education for women and their families/carers within the scope of practice of the individual clinician.
- Work within scope of practice, accepting accountability for own actions and seeking guidance from those more experienced when limited by own level of expertise.

- Refer relevant, significant and important issues to educators/preceptors, clinical support nurse/midwife, senior staff or appropriate health care team members in a timely manner
- Act as a positive professional role model for nursing/midwifery at Bendigo Health.
- Actively participate in and satisfactorily complete all specific education requirements of a registered midwife at Bendigo Health and identify continual learning needs through reflective practice.
- To be aware of Bendigo Health policies and practice in accordance with these.
- Actively participate in the review of one's own performance development on an ongoing basis with the midwifery manager or their delegate identifying key areas for professional and personal growth.
- Employees are required to carry out lawful directions outlined above or delegated to them. The work to be performed is set out in this position description and, where relevant, any professional standards and codes of conduct and ethics issued by the relevant professional association.
- Demonstrate a commitment to organisational change and quality improvement. Contribute to the implementation and achievement of activities identified in the clinical units annual Quality Plan.
- Demonstrate ability to operate PC based software packages confidently at the level required to fulfil the role.
- Demonstrate an understanding of the organisations Health Information Management system at the level required to fulfil the role.
- Maintain accurate and timely documentation.
- Maintain surrounds and equipment used within the role.
- To be responsible for the reporting of malfunctioning equipment and/or facility to the appropriate Line Manager.

## Key Selection Criteria

### Essential

1. Registered with the Nursing and Midwifery Board of Australia (Australian Health Professionals Regulation Agency) as a Registered Midwife.
2. Demonstrated knowledge of the Nursing and Midwifery Board of Australia, Standards for practice (nurses & midwives), Code of Ethics (nurses & midwives), Code of conduct (nurses & midwives).
3. Sound interpersonal and communication skills with a strong customer-focus especially with women and their families
4. Demonstrated ability to contribute to and practice collaboratively as part of a multidisciplinary team.
5. Demonstrated evidence of commitment to ongoing education & professional development.

### Desirable

6. Competent in discharge examination of the newborn or working towards and IV Cannulation.
7. Demonstrated evidence of a commitment to the profession of midwifery in a regional setting.
8. Strong computer literacy and embracing of health technologies and informatics.
9. Ability and willingness to learn and operate in an environment of change with a personal approach which demonstrates values such as caring, passionate and trustworthy.
10. Understanding of what it means to provide safe and respectful midwifery care in a multidisciplinary environment.

## 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.
- Support research activities in alignment with the National Clinical Trials Governance Framework to ensure high-quality, safe, and ethical clinical trials and research practices across Bendigo Health
- 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.*