

## Position Description

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|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Position Title             | Registered Midwife                                                                                                                                                                                                                                          |
| Position Number            | 30028032                                                                                                                                                                                                                                                    |
| Division                   | Clinical Operations                                                                                                                                                                                                                                         |
| Department                 | Womens Health Clinics                                                                                                                                                                                                                                       |
| 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                 | MUM's Women's Health Clinics                                                                                                                                                                                                                                |
| 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>• 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

An exciting opportunity for registered midwives to join the Women's Health Team. The hours are Monday to Friday 0830 till 1700 and no shift work is required. The successful applicant has an opportunity to rotate through women's ward and birth suite when the graduate midwives are rotating in the clinic.

Women's Health focuses on women's health related care from antenatal care to more specialist services in a multidisciplinary team. We aim to improve the quality and safety of our service by working in a partnership with the women and wider community, offer leadership in Loddon Mallee region and also recognising the importance of a workforce as the most important asset of the service.

## Responsibilities and Accountabilities

### Key Responsibilities

- Function in accordance with legislation, conducting practice within a professional and ethical framework to deliver care that protects the rights of individuals and groups.
- Conduct Antenatal visits and booking in visits according to Antenatal Care Schedule Policy, including abdominal palpitation, CTG's, ordering of pathology and follow of results, and recognising when women develop complications and escalating appropriately.
- Assume accountability and responsibility of providing a high standard of direct patient care through assessment, planning, implementation and evaluation of outcomes.
- Assist consultants and registrars to perform colposcopy and process samples and results according to policy.
- Chaperone in Gynae Clinic of Obstetric clinic as needed.
- Maintain a FSEP score of >65%, attempt annual PROMP session and annual Women's Health study day.
- Promote and maintain an environment of team work and professionalism.
- Process and triage referrals both Gynaecological and Antenatal according to Access Policy and Unit Guidelines.
- Review radiology and pathology results and action as appropriate. Escalate to senior midwife or Registrar results unfamiliar or abnormal.
- The flexibility to work in all areas of Women's and Children's.

## Key Selection Criteria

### Essential

1. Current registration as a midwife with AHPRA (Australian Health Practitioner Regulation Agency)
2. Solid midwifery skills to facilitate the care of a mother and a newborn
3. A knowledge and understanding of the current trends in women's health and commitment to learn new areas
4. Supportive of productive working relationships and respect of individual differences and diversity

5. The demonstration of good time management skills and the ability to work independently when required.

## Desirable

6. Ability to contribute and participate in continuous improvement and quality processes
7. Ability to support and assess students and junior staff
8. Demonstrated ability to operate with a high degree of flexibility within an environment with demanding workloads and time.

## 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.*