

## Position Description

Position Title	Enrolled Nurse Graduate Program
Position Number	Dependant on department
Enterprise Agreement	Nurses And Midwives (Victorian Pub Health Sector)(Single Interest Employers) Enterprise Agreement 2024-2028
Classification Description	EN Level 2.3 (ENY4)
Classification Code	IB68
Reports to	Departmental Nurse Unit Manager
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>• National Disability Insurance Scheme (NDIS) 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](#)

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

The Enrolled Nurse Graduate Program provides an opportunity for newly registered enrolled nurses to make the transition to professional practice in a structured and supported 12 month program. Graduates will undertake two 6 month rotations with one being in Residential Services and one being Hospital Based (Acute/Subacute).

During your employment within your designated departments, you will participate in a program designed to support, consolidate and develop your clinical and professional competence, in line with the Enrolled Nurse

standards for practice, commensurate with the expected level and experience of a beginning practitioner. Upon completion of the program, you will be offered ongoing employment with the organisation

Bendigo Health offer a range of Graduate Programs. Each program includes a comprehensive induction and orientation, supernumerary time, supported learning and development opportunities/ study days, debriefing and clinical support.

## **Responsibilities and Accountabilities**

Graduate Programs provide an opportunity for newly registered nurses and midwives to make the transition to professional practice in a structured and supported 12 month program. Graduates are supported to consolidate and develop clinical and professional competence, in line with the Enrolled Nurse/Registered Nurse/ Registered Midwifery standards of practice, commensurate with the expected level and experience of a beginning practitioner.

### **Key Responsibilities**

- Provide safe and quality nursing care in line with the Enrolled Nurse standards for practice (Nursing and Midwifery Board of Australia)
- Contribute to the delivery of quality healthcare through collaboration with multidisciplinary team members to achieve the desired health outcomes for patients with the provision of patient-focused holistic care.
- Accept accountability for own actions and seek guidance from team members when limited by own level of expertise (scope of practice).
- Respond to clinical changes in the patient's condition and initiate consultation with relevant medical/nursing and multidisciplinary team as required.
- Actively participate in and satisfactorily complete all Enrolled Nurse Graduate Program activities

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.

### **Key Selection Criteria**

#### **Essential**

1. Registration with the Australian Health Practitioner Regulation Agency (AHPRA) as an Enrolled Nurse without conditions and complies with the Enrolled Nurse standards for practice (Nursing and Midwifery Board of Australia)
2. Graduated as an Enrolled Nurse within the last year and have not participated in a graduate program at another health facility.
3. Demonstrated commitment to providing person centred care which focusses on the individual and their support networks
4. Established nursing skills and ability to work within safe practice principles at the level of a beginning Enrolled Nurse as evidenced by clinical placement reports
5. Ability to integrate theory in to practice

## Desirable

1. Well-developed written and verbal communication and interpersonal skills
2. Ability and willingness to learn and operate in an environment of change
3. High level of self-confidence and professionalism
4. A personal approach which is positive, enthusiastic, friendly and helpful
5. A willingness and ability to learn and participate in learning opportunities and experiences offered within the Enrolled Nurse Graduate Program at Bendigo Health

## 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.*