

Position Description



Title: Registered Nurse
Business Unit: Residential Services, Uniting ReGen
Location: Curran Place Adult Mother and Baby Unit, Ivanhoe
Employment type: Casual
Reports to: Manager, Curran Place

About Uniting

Uniting works alongside people of all ages in local communities in Victoria and Tasmania. Our services reach to Albury-Wodonga in the north, Mallacoota in East Gippsland, the Wimmera region in the west, and across Tasmania.

Uniting is the community services organisation of the Uniting Church. We've been supporting people and families for over 100 years. We are 7000 skilled, passionate and creative people providing over 770 programs and services.

We empower children, young people and families to learn and thrive. We're there for people experiencing homelessness, drug and alcohol addiction or mental illness. We support people with disability to live the life they choose. We assist older people to maintain their independence and enjoy life. We provide opportunities to access training and meaningful employment. We're proud to welcome and support asylum seekers to our community. We work to empower people with the information, skills and tools they need to live a healthy, happy life.

As an organisation, we celebrate our diversity and welcome all people regardless of ethnicity, faith, age, disability, culture, language, gender identity or sexual orientation. We acknowledge Aboriginal and Torres Strait Islanders as Australia's First Peoples and as the traditional owners and custodians of the land on which we work. We welcome lesbian, gay, trans, gender diverse and intersex (LGBTIQ) people at our services. We pledge to provide inclusive and non-discriminatory services.

Our purpose: To inspire people, enliven communities and confront injustice

Our values: We are imaginative, respectful, compassionate and bold

Position purpose

The Registered Nurse contributes to the provision of a safe and hospitable environment for clients voluntarily seeking withdrawal from the acute use of alcohol and/or other drugs by:

- Actively supporting clients to achieve their individual treatment plans including drug withdrawal, in collaboration with the Senior RN on shift and oversee shift responsibilities.

Scope

Budget: *nil*

People: *nil*

Relationships

Internal:

- Reports to Manager, Senior RN at Curran Place.
- Oversees shift responsibilities of AOD Support workers, intake Worker, Education and Activities workers, Family worker, Childcare workers and Administration worker at Curran Place.

External

- GP's, Prescribers, Addiction Medicine Physicians, Psychiatrists, Mental Health Case workers, Pharmacists, Care and Recovery Workers, Intake and Assessment workers, Case managers and all external workers involved in the resident's care.

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Key responsibility areas

Provision of Treatment Services

- Provide high quality engagement, assessment, treatment and support services to individuals and their families, using best practice principles including Family Inclusive Practice and Dual Diagnosis Principles.
- Carry out the admission and ongoing clinical monitoring and observation of clients, in consultation with authorised prescribers to ensure the delivery of safe, prompt, appropriate and efficient clinical service.
- Manage the administration of medically prescribed drugs, in accordance with the Drugs, Poisons and Controlled Substances Act 1981, and Curran Place Poisons control plan and as directed by authorised prescribers.
- Adhere to the Australian Nursing and Midwifery Councils National competency standards for the Registered Nurse. <http://www.ahpra.gov.au/>
- Undertake other elements of discharge planning including harm reduction strategies, overdose prevention and education strategies.
- Inform the Manager, Senior RN and other staff where appropriate, of relevant interactions and communications with clients, and document in client records as appropriate.
- After hours, notify on-call of appropriate clinical emergencies.
- Provide counselling and support to clients as appropriate to assist in the achievement of identified treatment goals and conduct groups if required.
- Participate actively in the day-to-day administration of withdrawal services to ensure the efficient operation of the service.
- Develop and deliver a range of supports for clients encompassing the broad bio-psychosocial spectrum and case management as required, in liaison with other staff.

Program Development and Review

- Identify program and staff issues as they arise and assist the Manager and Senior RN in addressing these issues.

Professional Liaison and Consultation

- Ensure that collaborative and productive working relationships with current and potential key stakeholders are established and maintained.
- Participate in and provide direction in regard to policy development, steering groups and other network meetings inside and outside the agency as appropriate
- Provide consultancy services for staff and external stakeholders as required

Administration

- Maintain file records, data collection processes and reporting as required.
- Contribute to the achievement of quality improvement, both in terms of individual and program performance by encouraging an environment where high quality work is achieved and supported by the adherence to/development of quality systems documentation
- Adhere to and keep informed of all relevant legislative compliance requirements, and report any perceived breaches, risks, hazards, incidents and complaints to line Manager or other appropriate person.
Undertake other duties as directed by the Manager or Senior RN Curran Place.
- Actively participate in ongoing professional development via the annual performance reviews, individual and group supervision provided by ReGen and attend relevant training as required.
- Oversee the delivery of services to clients including supervision of the activities of the Administration worker, Alcohol and Drug Support Worker, Childcare Worker, Education and Activities Worker, Family worker and students on rostered shifts.
- Supervise students during placement and providing formal supervision if you possess the appropriate qualifications as required by their educational institution;

Personal accountability

- Compliance with Uniting's values, code of conduct, policies and procedures and relevant government legislation and standards where relevant.

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- Cooperate with strategies to actively ensure the safety, protection and well-being of children who come into association with us.
- Ensure appropriate use of resources.
- Work collaboratively with Uniting (Victoria Tasmania) employees and external stakeholders in accordance with Uniting's values and professional standards of behaviour.
- Actively participate in initiatives to maintain, build upon and promote a positive and collaborative workplace.
- Identify opportunities to integrate and work collaboratively across teams.
- Take reasonable care for your own health and safety, and health and safety of others (to the extent required).
- Promote a positive safety culture by contributing to health and safety consultation and communication.
- Promptly respond to and report health and safety hazards, incidents and near misses to line management
- Attend mandatory training sessions (i.e. equal employment opportunity, health and safety) and mandatory training specific to position.

Performance indicators

- Understanding of the philosophy of harm minimisation.
- **Teamwork & Collaboration:** Work effectively with team members and work groups to accomplish organisational and team goals; respect the needs and contribution of others.
- **Innovation:** Generate creative solutions, be proactive and a self-starter, seize opportunities and act upon them, to achieve better outcomes for our agency, clients and stakeholders.
- **Creativity and Flexibility:** Be adaptable, receptive to new ideas, respond and adjust easily to changing work demands and circumstances.
- **Life-long learning:** Recognise that ongoing professional development and skill enhancement is necessary in order to contribute to the growth of knowledge within the agency.
- **Leadership:** Be solution focused and, proactive. Work collaboratively with others and recognise, acknowledge and nurture their abilities.
- **Communication:** Effectively express ideas in individual and group situations, adjusting language or terminology to the needs of the audience.
- **Health & Safety:** Carry out tasks with an awareness of Health and Safety concerning self, others and their environment.

Person specification

Qualifications

- Relevant Tertiary Qualification in Nursing and registration with AHPRA as a Division 1 Registered Nurse
- Competencies in dual diagnosis (or able to complete within the first 24 months of employment).

Experience

- Preferred but not essential

Core selection criteria

- Agreement and willingness to work rotating rostered shifts over the full 24-hour period (including night shift).
- Demonstrated skills in communicating and working with persons with problematic alcohol and/or other drug use including marginalised groups and the ability to deal with clients in calm, tolerant, non-judgemental and positive manner.
- Demonstrated commitment to a client focussed philosophy of care, quality interventions and outcomes.

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- Ability to understand and take appropriate responsibility for the physical care of clients including infection control procedures.
- Demonstrated ability to work as part of a multi-disciplinary team, to work under supervision of the Manager and Senior RN, to take appropriate individual and team responsibility for the welfare of clients, and to contribute to the provision of a safe and hospitable environment for clients in the service.
- Previous experience working with people with problematic alcohol and/or other drug use and an understanding of alcohol and/or other drug problems.
- An awareness of alcohol and/or other drug treatment interventions.
- Demonstrated skills in communicating and working with persons with problematic drug and/or alcohol use; e.g. ability to deal with clients and potential clients in a calm, tolerant, non-judgemental and positive manner; ability to engage clients and potential clients in program activities.
- Demonstrated skills in communicating and working with a range of people and organisations in contact with the service and clients, such as families, significant others, students, relevant self-help and mutual aid groups, referring agencies, and other treatment, support, education and vocational services.
- Demonstrated skills in teamwork and use of conflict resolution processes.
- Current Drivers Licence
- Employees must be willing and able to travel during the course of fulfilling the duties of their position, and may be required to operate out of various ReGen locations.
- To ensure we offer accessible services to clients and families, ReGen offers some programs that are outside of normal business hours. Employees in these programs are required to be available to work after hours as agreed with their supervisor.
- All employees are required to undergo a police check and those in clinical and/or management positions a working with children check. Any offer of employment is subject to the result of these checks.
- Employees in clinical positions are required to maintain up to date first aid and CPR training.
- Employees working night shifts understand they are stand up shifts and sleeping is not permitted.
- ReGen's Ivanhoe site Curran Place is a tobacco free facility.

We are a child safe organisation

Uniting is a child safe organisation and is committed in everyday practice to ensure the safety and wellbeing of all children, at all times. As a child safe organisation, employment with Uniting is subject to a satisfactory national (and international where relevant) police check and Working With Children Check (in Victoria) and/or Working With Vulnerable People Check (in Tasmania) **prior** to commencement of any paid or unpaid work and/or participation in any service or undertaking.

This position description is subject to review and may change in accordance with Uniting's operational, service and consumer requirements.

Employee

Manager

Name:

Signature:

Date:

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