

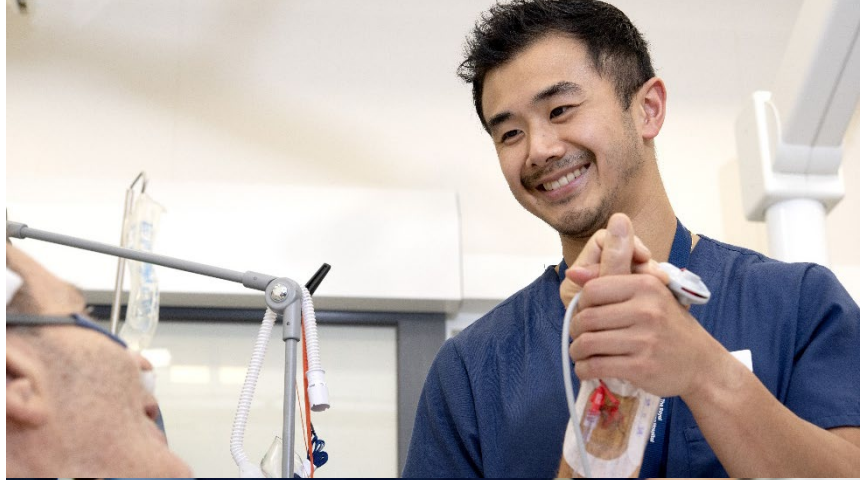


**The Royal
Melbourne
Hospital**

**Advancing
health
for everyone,
everyday.**

Could this be you?

**Join The Royal
Melbourne
Hospital Team**



Position Description

Clinical Nurse Manager



THE ROYAL MELBOURNE HOSPITAL

The Royal Melbourne Hospital (RMH) began in 1848 as Victoria's first public hospital. And while we only had 10 beds to our name, we had the community of Melbourne behind us, and we were ready to provide the best possible care for those in need.

Since those early years, we've moved forward with purpose. Always at the forefront, leading the way on improving the quality of life for all.

Today the RMH is one of the largest health providers in the state, providing a comprehensive range of specialist medical, surgical, and mental health services; as well as rehabilitation, aged care, outpatient and community programs.

Our reputation for caring for all Melburnians is as essential to who we are as any scientific breakthrough we make. We're here when it matters most, and we'll continue to be the first to speak out for our diverse community's wellbeing.

OUR VISION

Advancing health for everyone, every day.

THE MELBOURNE WAY

At The RMH we're inspired by our vision of Advancing health for everyone, every day. While we're each going about our different roles, we're united by a shared understanding of the way we do things around here. We call it The Melbourne Way. We put people first — leading with kindness and working together, we excel as one Royal Melbourne Hospital.

People First



People are at the heart of everything we do. We take the time to understand how we can make the most positive difference for them.

Lead with Kindness



Our care and compassion sets us apart. We lead the way with a respectful, inclusive spirit — embracing the things that make us all unique.

Excellence Together



True excellence is only possible when we work as one Royal Melbourne Hospital community. Through collaboration, we set the highest of standards and achieve our goals.

OUR PRIORITIES

The RMH Strategic Plan: Towards 2025. Advancing health for everyone, every day is our plan for the future — one which we are committed to achieving together. This position contributes to the achievement of the five Strategic Goals, articulated in the plan:

- Be a great place to work and a great place to receive care
- Grow our Home First approach
- Realise the potential of the Melbourne Biomedical Precinct
- Become a digital health service
- Strive for sustainability



KEY ACCOUNTABILITIES

- Take reasonable care for your safety and wellbeing and that of others.
- Work in your scope of practice and seek help where required.
- Work in partnership with consumers, patients and where applicable carers and families.
- Work collaboratively with colleagues across all RMH teams.
- Continue to learn through mandatory training and other learning activities.
- Seek feedback on your work including participation in annual performance discussion.
- Prioritise wellbeing and ensure safe work practices are developed and adhered to in their area.
- Respect that the RMH is a smoke-free environment.
- Contribute to organisation-wide and service/division initiatives and planning activities.
- Ensure training needs of direct reports are identified and undertaken.
- Ensure risk management activities are completed, effective controls are in place and incidents are recorded, investigated and corrective actions implemented as far as is reasonably practical.
- Create a psychologically safe work environment where everyone feels safe to speak up. Monitor and achieve relevant key performance indicators (KPIs) and targets
- Promote and supervise a high standard of care given by all staff on the ward
- Facilitates collaboration within the multidisciplinary environment
- Ensure all staff complies with Melbourne Health and Intensive Care Unit policies and procedures and take on a leadership role promoting and implementing new hospital and Intensive Care policies and procedures based on best practice.
- Monitor bed management for all patients to ensure maximum throughput and bed occupancy through the rationalisation of resources
- Undertake workforce planning that focuses on creating flexibility, responsive to both daily demand and demand into the foreseeable future. Demonstrate the efficient use of resources, through staff allocation, rostering, and allocated leave, exercising fiscal responsibility and awareness when replacing staff shortfalls.
- Facilitate an efficient and appropriate use of non-staff related resources to meet the ward's budgetary targets and allocation whilst maintaining a high standard of patient care

KEY RELATIONSHIPS

Internal

- ICU Nurse Unit Manager
- ICU Director and Intensivists
- Divisional Director of Nursing
- Nurse Unit Managers of wards / departments
- Nursing Staff
- Allied Health
- Medical Staff
- Equipment Team

External

- Consumers
- Families of Consumers
- Carers of Consumers



KEY SELECTION CRITERIA

Formal Qualifications

- Postgraduate Certificate or Diploma in Advanced Clinical Nursing Care, Intensive Care / Critical Care or equivalent

Essential:

- Registration as a Registered Nurse (Division 1) with AHPRA
- Minimum of 5 years' experience in Intensive Care Management
- Demonstrated ability to collaborate within a multi-disciplinary team
- Mandatory Police Check, Working with Children's Check and immunisation assessment
- Demonstrated ability to identify and deliver on education and developmental needs of staff
- Demonstrated ability to be innovative, resourceful, and adaptive to change
- Demonstrated commitment to quality improvement and the ability to facilitate an in-depth Case Review and assist Root Cause Analysis Investigations
- Demonstrated ability to effectively evaluate and trial equipment and consumables proposed for use in the Intensive care Unit and by extension the wider organization
- High level of reliability and professional conduct
- Established and well-developed ICU and organisational wide operational skills
- Extensive Quality, strategic and portfolio experience with developed skill sets
- Actively developing leadership style and professional development
- Flexibility in hours within the ICU leadership team will be required

Desirable:

- Postgraduate qualification in health and/or management or working towards same
- Windows based computer skills including Word, Excel, and Outlook

KEY PERFORMANCE INDICATORS

Your performance will be measured through your successful:

- Demonstration of RMH values
 - Achievement of portfolio specific KPI targets
 - Participation in and satisfactory feedback through the annual performance review process
 - Ability to maintain a safe working environment and ensure compliance with legislative requirements
-



AT THE RMH WE:

- Aim to provide a working environment that is safe and without risk to the health, safety and wellbeing of all employees, patients and consumers, and visitors.
- Speak up for patient, consumer, colleague and visitor safety, escalating issues if required.
- Deliver Safe, Timely, Equitable, Person-centred Care (STEP) in line with our clinical governance framework.
- Work in accordance with relevant policies, procedures, standards and legislation including those related to clinical or competency requirements, risk management, discrimination, equal opportunity and health safety and wellbeing.

OUR COMMITMENT:

- **Equity, Inclusion, Belonging and Safety**
 - As a leader in healthcare, we recognise the need to foster a culture of equity, inclusion, and belonging — safe spaces where every individual is empowered to be their authentic self, contributing meaningfully to the collective well-being of our community.
- **First Nations Commitment**
 - We acknowledge and pay our respects to the Traditional Owners of the lands on which we work and stand in solidarity with Aboriginal and Torres Strait Islander peoples. We are committed to creating a culturally safe environment that honours First Nations voices, knowledge, and self-determination through inclusive governance, respectful policies, and a steadfast commitment to anti-racism. The Royal Melbourne aspires to lead by example in addressing the injustices of colonisation and its ongoing impacts.
- **Child Safe Standards**
 - RMH is a child safe organisation. We are dedicated to fostering an environment that respects and upholds the rights of children and young people, in line with the Child Safe Standards. We actively embed these standards in our culture, policies, and practices, ensuring that the safety and wellbeing of children and young people is a central priority.
- **Equal Opportunity and Accessibility**
 - We are proud to be an equal opportunity employer that champions diversity in all its forms. We value the strengths and perspectives that come from people of all backgrounds, identities, abilities, and lived experiences. We encourage applicants from all communities, and we will provide reasonable adjustments to support equitable participation.
- **Thriving Together**
 - Together, we are committed to fostering an environment where everyone feels respected, safe, and empowered to thrive.

ACCEPTANCE

I acknowledge and accept that this position description represents the duties, responsibilities and accountabilities that are expected of me in my employment in the position. I understand that The RMH reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

Employee Signature

Employee Name (please print)

Date
