

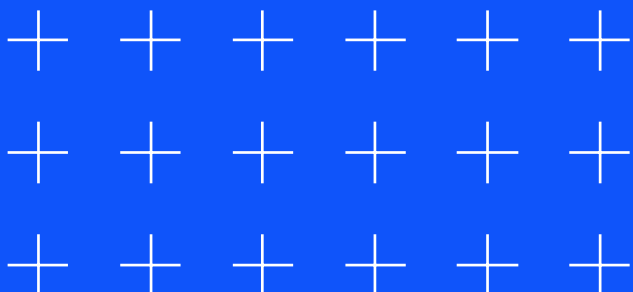
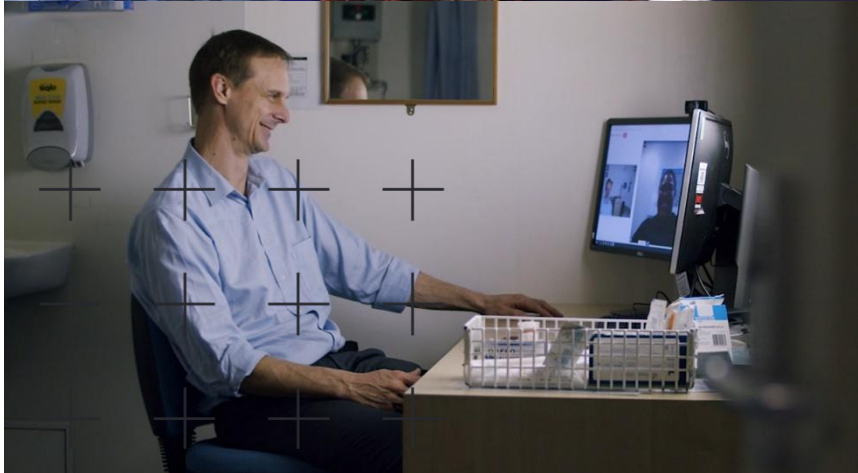


**The Royal
Melbourne
Hospital**

Advancing health for everyone, everyday.

Could this be you?

**Join The Royal
Melbourne
Hospital Team**



Position Description

Registered Nurse 2SE



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:

1. **Be a great place to work and a great place to receive care**
2. **Grow our Home First approach**
3. **Realise the potential of the Melbourne Biomedical Precinct**
4. **Become a digital health service**
5. **Strive for sustainability**



Position Description

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|------------------------------------|--|
| Position Title: | Registered Nurse |
| Service: | Nursing Services |
| Location: | The Royal Melbourne Hospital |
| Reports To: | Nurse Unit Manager |
| Enterprise Agreement: | Nurses and Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2024-2028 |
| Classification: | Grade 2 YP3-YP9 |
| Employment Status: | Part Time, Fixed |
| Immunisation Risk Category: | Category A |
| Date of Review: | February 2026 |

POSITION SUMMARY

The Registered Nurse provides comprehensive, specialised nursing care and is responsible for setting a standard of care in their chosen field. The RN will provide patient education to improve self-care outcomes and will act as an expert resource to other staff in relation to clinical practice.



KEY ACCOUNTABILITIES

- Provide high quality standards of patient care. This includes the assessment, planning, implementation, and evaluation for care in collaboration with the multidisciplinary team
- Practice in accordance with Melbourne Health policies and procedures
- Act as a resource for assistance for staff with ward/unit specific tasks and procedures
- Demonstrate behaviours that reflect the organisation's values and promote fairness in the workplace
- Assume responsibility and accountability for any delegated activities, with understanding of scope of practice to either an Enrolled Nurse (EN) or Health Assistant in Nursing (HAN)
- Practice in accordance with the Nursing and Midwifery Board of Australia (NMBA) Standards of Practice
- Provide junior staff, graduates nurses and student nurses with appropriate supervision, training and instruction in accordance with Melbourne Health policy and procedures
- Support and promote preceptorship including undertaking the preceptor role
- Contribute to the development of all staff to the ward/unit and participate in education and training of staff
- Recognise and manage risk, ensuring that actions are taken to prevent and minimise harm to consumers and the healthcare workforce
- Ensure adherence to organisational standards and mandatory requirements including, but not limited to, Infection Control, Hand Hygiene, Medication Safety, Basic Life Support, Manual Handling, Risk Management and Occupational Health and Safety
- Participate in and/or facilitate ward improvements
- Demonstrate a commitment to ongoing professional development and achievement of the ward/unit and organisational performance indicators
- Accept- responsibility for Continuing Professional Development (CPD) of self and actively keeps a CPD portfolio as required by the Nursing and Midwifery Board of Australia
- Ensure, where necessary, consumer complaints are escalated to the Nurse Unit Manager (NUM)
- Adhere to legislation pertaining to privacy, confidentiality, and the handling of personal information
- Ensure clinical practice is in accordance with evidence-based practice
- Provide advice and assistance to all clinical staff in regard to problem solving clinical practice issues
- Maintain an understanding of individual responsibility for patient safety, quality and risk and contribute to organisational quality and safety initiatives
- Ensure delivery of person centred safe and effective care
- Maintain accurate and current medical records ensuring documentation meets professional and legal standards
- Collaborate with the multi-disciplinary health care team to achieve the desired patient outcomes
- Perform as an advocate and promote an active partnership with patients, their carers and families to ensure effective patient centred care
- Support integration of undergraduate and graduate within the ward/unit
- Ensure clinical practice is in accordance with evidence-based practice
- Actively reflect on own professional performance and competence, seek feedback and participate in ongoing professional development of self and others
- Contribute to the development of an effective discharge plan and provides appropriate patient education and referral to appropriate community providers
- Is aware of the financial requirements of the department and demonstrates an awareness of cost-effective nursing practice
- Promote a friendly, respectful, and supportive environment within the department



KEY RELATIONSHIPS

Internal

- Deputy Director Of Nursing
- Nurse Unit Manager
- Associate Nurse Unit Manager
- Clinical Nurse Educators
- Registered Nurses
- Medical Staff in ward/unit
- Multidisciplinary Staff
- Staff Support in ward/unit

External

- Patients/Consumers
 - Families of Patients/Consumers
 - Carers of Patients/Consumers
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KEY SELECTION CRITERIA

Formal Qualifications:

- Registered Nurses
 - Registration as a Registered Nurse under the Australian Health Practitioner Regulation National Law Act (2009) with the Nursing and Midwifery Board of Australia.

Essential:

- Commitment to live the Melbourne Way - putting people first, leading with kindness and achieving excellence together.
 - Demonstrated ability to collaborate within a multi-disciplinary team
 - High level of reliability and professional conduct
 - Positive role model
 - Demonstrated provision of high-quality patient care
 - Well-developed assessment, clinical reasoning, problem solving and prioritisation skills
 - Excellent clinical reasoning skills
 - Ability to work within a team environment
 - High motivation and willingness to learn
 - Excellent communication and interpersonal skills
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KEY PERFORMANCE INDICATORS

Your performance will be measured through your successful:

- Demonstration of RMH values
 - Achievement of portfolio specific KPI targets
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- Participation in and satisfactory feedback through the annual performance review process
 - Ability to maintain a safe working environment and ensure compliance with legislative requirements
 - Ability to operate within allocated budget (if required).
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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