

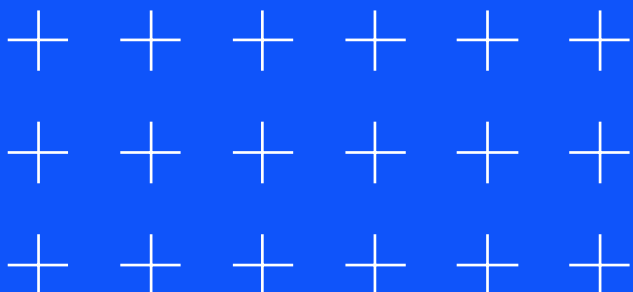


**The Royal
Melbourne
Hospital**

Advancing health for everyone, everyday.

Could this be you?

**Join The Royal
Melbourne
Hospital Team**



Position Description

Registered Nurse Grade 2



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



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.
- Speak up for safety, our values and wellbeing.
- Prioritise wellbeing and ensure safe work practices are developed and adhered to in their area.
- Respect that the RMH is a smoke-free environment.
- Provide high quality standards of patient care including, the assessment, planning, implementation and evaluation for care in collaboration with multidisciplinary team.
- Recognise and manage risk, ensuring that actions are taken to prevent and minimise harm to consumers and the healthcare workforce
- Participate and cooperate in consultative process to improve the health and safety and reduce risk to the safety and well-being of staff
- Ensure adherence to organizational standards and mandatory requirements but not limited to Infection Control, Hand Hygiene, Medication Safety, Basic Life Support, Manual Handling, Risk management and Occupational health and safety
- Contributes to the development of an effective discharge planning, provide appropriate patient education and referral to appropriate community providers
- Initiate, participate in and/or facilitate nursing research
- Participate in continuing education sessions, committees, special projects and relevant professional groups
- Accepts responsibility for Continuing Professional Development (CPD) of self and actively keeps a CPD portfolio as required by the Nursing and Midwifery Board of Australia
- Assume responsibility and accountability for any delegated activities to an Enrolled Nurse. The Registered Nurse will also demonstrate an understanding of the Scope of Practice of the Enrolled Nurse when delegating and allocating nursing activities
- Contribute to organisation-wide and service/division initiatives and planning activities.
- Provide junior staff, graduates and students with appropriate supervision, training and instruction in accordance with Melbourne Health policy and procedures
- Contribute to the development of all staff including new and casual staff to the area. 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 KPIs and targets and operate within their allocated budget.
- Perform nursing interventions and procedures in accordance with Melbourne Health policy and procedures
- Ensure delivery of patient centred safe and effective care
- Adhere to legislation pertaining to privacy, confidentiality and the handling of personal information
- Maintain an understanding of individual responsibility for patient safety, quality and risk and contribute to organisational quality and safety initiatives
- Demonstrate a commitment to ongoing professional development and achievement of the ward/unit and organisational performance indicators
- Promote a friendly, respectful and supportive environment within the department and organisation



KEY RELATIONSHIPS

Internal

- Nurse Unit Manager ward/unit
- Associate Nurse Unit Managers of ward/unit
- Clinical Nurse Educators
- Clinical Nurse Specialists of ward/unit
- Registered Nurses
- Medical staff in ward/unit
- Multidisciplinary staff
- Ward/unit support and clerical staff

External

- Consumers
 - Families of consumers
 - Carers of consumers
-



KEY SELECTION CRITERIA

Formal Qualifications:

- Registered Nurses: Bachelor of Nursing or equivalent
 - 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.
- Mandatory Working with Children's Check and Police Check and Immunisation Assessment
- Developed assessment, clinical reasoning, problem solving and prioritisation skills
- Excellent communication and interpersonal skills
- High level of reliability and professional conduct

Desirable:

- Experience within haematology and bone marrow transplant
- Postgraduate certificate in cancer (or equivalent)

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
 - Completion of mandatory training activities including training related to the National Standards
-



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
