

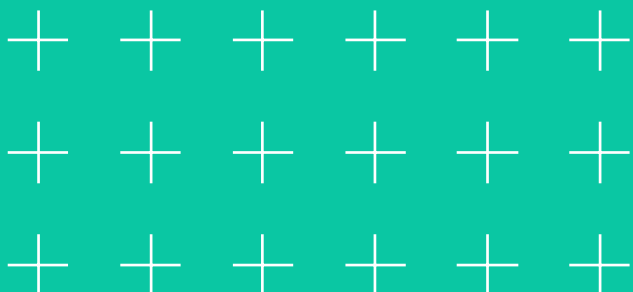


**The Royal  
Melbourne  
Hospital**

# Advancing health for everyone, every day.

**Could this be you?**

**Join the Royal  
Melbourne  
Hospital team**



**Position Description**

**Graduate Mental Health Nurse**



## 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**



Royal Melbourne Hospital Mental Health Services provides person-centred, recovery-oriented care, treatment and support through our multi-disciplinary workforce of skilled and dynamic clinicians and Lived and Living experience (LLE) consumer and carer experts. We are dedicated to providing caring and high-quality specialist community and hospital-based mental health services for adults and older adults who are experiencing or are at risk of developing a serious mental illness. We are committed to working with consumers during their recovery by offering trauma informed holistic and evidence-based treatment, which is inclusive of family, carers and kin and provided by staff with well-developed skills. Staff employed within the service are expected to identify evidence-based practice approaches and to use these within their work.

We have a robust future ahead as the lead mental health service for the Victorian Collaborative Centre for Mental Health and Wellbeing Service, and also for the Statewide Trauma Service. These leading programs will drive mental health reform across the sector and will offer a wide range of opportunities for involvement of staff within the RMH MHS. Our partnerships with multiple community and academic organisations support our program and enable a sophisticated learning structure, with a focus on research translation

## 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.
- As a Graduate/ Postgraduate Mental Health Nurse participate in the clinical and academic program and ensure all practicum and theoretical assignments are completed to a satisfactory standard throughout the 2-year program.
- Ensure you complete all organisational and discipline related competencies as they are due
- Ensure you attend all the set study days and allocated program activities.
- Commitment to enrol and complete the Post Graduate Diploma/ or Masters of Mental Health Nursing in year 2
- Contribute to organisation-wide and service/division initiatives and planning activities
- Recognise the Registered Nurse responsibilities for delegation of nursing care.
- Assume responsibility and accountability for any delegated activities to an Enrolled Nurse. The RN will also demonstrate an understanding of the scope of practice of the Enrolled Nurse when delegating and allocating nursing activities.
- Contribute to the development of all staff including nursing students and new or casual staff to the area.
- Provide clinical assessments, intervention and treatments for consumers from a range of presentations that are consistent with the standard expected of a graduate nurse.
- Recognise changes and deterioration in a consumer's presentation and takes the necessary action to intervene and escalate accordingly. Accurately and concisely documents course of action in the medical record.
- Ensures documentation is accurate, clear, concise and reflective of a consumer mental, physical and risk state, care planning and interventions for the consumer and their family/ supporters, risk reduction strategies, use of medication and discharge planning.



## KEY RELATIONSHIPS

### Internal

- RMH MHS Mental Health Nursing Pathways Team
- The RMH MHS Graduate Mental Health Nurse Program Coordinator
- Area Senior Nurse Consultant
- Clinical Nurse Educators
- Nurse Unit Manager/ Program Manager
- Director of Mental Health Nursing and Operations
- Deputy Director of Mental Health Nursing – Workforce and Community

### External

- RMH Nursing Education Department
- RMH Chief Nursing Officer
- Department of Health
- Safer Care Victoria

## KEY SELECTION CRITERIA

### Formal Qualifications

- Bachelor Degree in Nursing
- Registration as a Registered Nurse under the Australian Health Practitioner Regulation National Law Act (2009) with the Nursing and Midwifery Board of Australia by the time the program commences

### Essential:

- Commitment to live the Melbourne Way - putting people first, leading with kindness and achieving excellence together.
- Comply with all legal requirements pertaining to the position including responsibility for maintaining current registration as required by your professional organisation or other applicable Acts
- Registration as a Registered Nurse with the Nursing and Midwifery Board of Australia at least 10 days prior to commencement of the Graduate Mental Health Nurse Program
- Demonstrated ability to practice collaboratively and work effectively as part of the multidisciplinary health care team
- Demonstrated provision of high-quality patient care
- An understanding of assessment, clinical reasoning, problem solving, organisational and prioritisation skills
- Excellent communication and interpersonal skills
- High motivation and willingness to learn
- High reliability and professional conduct
- Ability to meet deadlines and manage conflicting priorities
- Intermediate level Microsoft Office skills
- Working with Children's Check, Police Check & Immunisation Assessment

### Desirable:

- Current drivers licence for placements at CCU or community as part of Post Graduate Mental Health Nurse Program



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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
  - Participation in and satisfactory feedback through the annual performance review process
  - Ability to maintain a safe working environment and ensure compliance with legislative requirements
  - Development and consolidation of nursing competence in accordance with the requirements of the Graduate Mental Health Nursing Program
  - Attend graduate study days
  - Successful completion of academic program and clinical placement portfolio
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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.
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## 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.

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## 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.

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Employee Signature

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Employee Name (please print)

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Date



### Community Core and Specific Evidence-Based Practice

Psychological Interventions	Family, Carers and Supporters Work	Health & Wellbeing	Activity, Participation & Employment	Lived Experiences	Overcoming Hurdles
Early Warning Signs & RWP discussion	Initial Conversation with Family/Carer	Physical health screening	Initial Conversation about activity, participation and vocation	Initial Conversation about consumer peer support	LSI-R:SV
CBT Fundamentals	Family/Carer Fundamentals	Physical health conversations	APQ6	Initial Conversation about family, carer and supporters peer support	SUBA
CBT for Psychosis	Family Violence Screen	Physical health assessment	Sensory Approaches	PeerZone	AOD Harm Minimisation
Acceptance & Commitment Therapy (ACT)	Single Session Family Consultation	Metabolic monitoring	Activity Engagement	Consumer led inpatient groups	AOD Relapse Prevention
Therapies for Borderline Personality Disorder	Multiple Family Group	Medication safety, education & advocacy	Therapeutic Activity Groups	Consumer Peer Support-led Community Groups	Specialist Supportive Clinical Management for Eating Disorders
CBT for co-morbid Anxiety & Depression	Family Therapy	Equally Well Physical Health Program	Vocation and Employment Support	Individual Consumer Peer Support	Forensic Risk Management Planning
Be Well Live Well - Early Warning Signs Relapse Prevention Program	FaPMI Programs	Medication Alliance	Sensory Assessment & Interventions	Family Peer Support-led Groups	Forensic Risk Reduction Treatment
	Family Violence Assessment (MARAM)	QUIT Program	Driving Assessment	Individual Family, Carer & Supporters Peer Support	AOD Motivational interviewing
					Refer to Detox
					Autism Consultation and Evaluation Services (ACES)