



**The Royal
Melbourne
Hospital**

Advancing health for everyone, everyday.

Could this be you?

**Join The Royal
Melbourne
Hospital Team**



Position Description

Chief Nursing Officer

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.

Advancing health for everyone, every day.

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workforce development

Workforce capability and high quality, person centered care:

responsible for the First Nations Health Study, Patient Experience and/or other portfolios.

- Contribute as a member of the Executive Team to develop, align and engage our people to achieve the organisation's strategic directions and operational priorities.
- Lead the workforce planning and effective people management strategies that attract, recruit, develop and retain quality nursing staff to provide excellent patient care, optimise standards and establish RMH as an employer of choice.
- Provide professional leadership and strategic direction for all RMH Nursing leaders and staff.
- Lead, manage and oversee various teams including Nursing Workforce, Nursing Education and Nursing Research Hub and ensure the teams are innovating to meet the workforce challenges of the future.
- Work in collaboration with Executive and other senior colleagues on shared responsibilities, initiatives and areas of focus, particularly access and flow.
- Provide advice to the Board, Chief Executive and Executive team on strategic and key operational issues as required.
- Drive innovation in nursing practice to ensure a high performing and sustainable workforce is delivered.
- In partnership with the Chief Research & Innovation Officer you will provide effective leadership across academic and professional groups including collaborative relationships with universities and other teaching and research institutions to support teaching, education and research programs that contribute to the body of knowledge and evidence based practice which supports RMH being recognised as a first class teaching and research hospital.
- Provide professional leadership and direction of nursing clinical standards by ensuring accountability for scope of clinical practice and safety requirements through appropriate nursing staffing, clinical competence, credentialing, registration and evidence based standards of practice.
- Promote and support innovation, multi-disciplinary clinical excellence, research and the continuous improvement of Safe, Timely, Equitable and Person-centred care (STEP) in accordance with our Clinical Governance Framework.
- Ensure quality systems and development supports for junior nursing staff, including appropriate rostering, supervision, training and development and health, safety and wellbeing supports.
- In partnership with the Chief People, Culture & Communications: -
 - Grow the leadership capacity and confidence of our nursing staff and management, and
 - Drive improvement in the management of Health, Safety and Wellbeing of staff, particularly in the areas of Manual Handling, the management of Occupational Violence and Aggression, and Psychological Wellbeing.
- Lead and develop staff, focusing on creating a healthy and performance oriented culture focused on the RMH values and accountability, quality and lifelong learning.
- Ensure staff within area of responsibility are effectively managed including that they are performing well, receiving regular and annual feedback, development needs are identified and learning undertaken, OH&S responsibilities and other legislative requirements are met etc.
- Build strong strategic relationships with Royal Melbourne Hospital partners, including the Parkville Precinct partners, Department of Health, tertiary institutions and other key stakeholders.
- 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.

- Chief Executive
- Executive Directors & Senior Leaders
- Board of Directors
- All nursing staff
- Senior clinicians from all disciplines
- All staff

- Patients / Consumers and families
- Other health services, including precinct / Local health service network (LHSN)
- Department of Health, government agencies and industry bodies
- University of Melbourne and other tertiary institutions / professional colleges
- Unions / Professional Associations

Formal Qualifications

- Current Registration as a Registered Nurse (Division) 1 and post graduate qualification(s) in health management, business and/or management (highly desirable.)
- Recognised as a leader by professional colleagues in the field.
- Strong leadership experience to work collaboratively with others and engage stakeholders in change.

- Commitment to live the Melbourne Way - putting people first, leading with kindness and achieving excellence together.
- Demonstrates the leadership capabilities outlined in the RMH Capability Framework, particularly at the “Leading the RMH” level, modeling Communication, Insight, Collaboration, Inspiration, Agility, Compassionate Accountability and Advancement, aligned to the RMH values of People First, Lead with Kindness and Excellence Together.
- Visionary with exceptional leadership, strategic thinking and a commitment to improving the way services are delivered to patients and consumers, focusing on safe, timely, equitable and person centred care.
- Demonstrated experience in strategic planning and operational execution.
- Sound knowledge of the concepts and principles of quality management and evidence based practice in a hospital/clinical environment with particular emphasis on systems improvement from a strategic perspective.
- Demonstrated project management skills including the ability to negotiate appropriate outcomes and motivate staff to achieve organisational objectives.
- Exceptional written and verbal communication, interpersonal and presentation skills, and an ability to apply these skills to a cross-section of internal and external stakeholders.
- Proven capacity to define and reconcile complex and competing priorities, together with the ability to identify and engage key stakeholders in addressing the same.
- Demonstrated capacity to facilitate organisational change and support and involve staff and consumers in planning and service development initiatives.
- Strong policy development and analytical capabilities.
- High level negotiation, influencing and conflict resolution skills.
- Demonstrated knowledge of the strategic, policy and organisational frameworks supporting public health in Victoria.
- Victoria Working with Children Check



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
