



Job Description Form

DoH REGISTERED

Research Assistant Nursing / Midwifery

Nurses and Midwives Agreement; Level 1

Position Number: 00005584

Department of Nursing and Midwifery Education & Research

Women and Newborn Health Service

Reporting Relationships

Coordinator of Nursing & Midwifery Staff Development
 Award Level: SRN 7
 Position Number: 00007937



Nurse Researcher
 Award Level SRN 3
 Position Number:
 00006188

Direct line management

Curtin University Appointment
 Professor of Midwifery

Indirect reporting line



Also reporting to this supervisor:

- Graduate Intern RN L1



This Position



Directly reporting to this position:

Title	Classification	FTE
NIL		

Other positions under control

Prime Function / Key Responsibilities:

To assist the Research Team with undertaking nursing, midwifery and women's health research and other related projects and disseminating findings to relevant staff.

Research Assistant Nursing / Midwifery | RN Level 1 | 00005584

Brief Summary of Duties (in order of importance)

1. Works collaboratively with members of a multidisciplinary research team.
2. Promotes the role of nursing and midwifery research within the hospital setting.
3. Liaises with clinical and management personnel concerning nursing and midwifery research issues.
4. Contributes to the planning, implementation, evaluation and dissemination of nursing, midwifery and women's health research.
5. Assists in all aspects of the research process (protocol development, grant preparation, gaining ethical approval, data collection, data analysis and preparation of reports and manuscripts to disseminate findings).
6. Maintains accurate research records and ensures all data is stored securely and confidentially.
7. Adheres to the ethical principles and protocols that underpin quality research.
8. Assists with forums within the hospital to disseminate research findings.
9. Accepts responsibility for own professional development through pursuit of continuing education.

NMHS Governance, Safety and Quality Requirements

1. Ensures, as far as practicable, the provision of a safe working environment in consultation with staff under their supervision.
2. Participates in an annual performance development review and undertakes performance development review of staff under their supervision ensuring consistency with Australian Midwifery Practice Standards.
3. Supports the delivery of safe patient care and the consumers' experience including identifying, facilitating and participating in continuous safety and quality improvement activities, and ensuring services and practices align with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
4. Completes mandatory training (including safety and quality training) as relevant to role.
5. Performs duties in accordance with Government, WA Health, North Metropolitan Health Service, Women and Newborn Health Service and Departmental/Program specific policies and procedures.
6. Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.
7. Undertakes other duties as directed.

Work Related Requirements

Essential Selection Criteria

1. Eligible for registration in the category of Registered Nurse or Midwife by the Nursing and Midwifery Board of Australia.
2. Recent nursing or midwifery clinical experience.
3. Computer literacy (Word, Excel, SPSS and PowerPoint).
4. Knowledge and experience of the research process.
5. Well-developed interpersonal and communication skills.
6. Ability to work collaboratively with members of a multidisciplinary research team.
7. Knowledge and application of continuous quality improvement and commitment to patient safety.

Desirable Selection Criteria

1. Working towards a higher research degree in nursing or midwifery.
2. Previous experience in undertaking research.
3. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.

Appointment Prerequisites

Appointment is subject to:

- Evidence of current registration by the Nursing and Midwifery Board of Australia must be provided prior to commencement.
- Working With Children (WWC) Check, compulsory check for people who carry out child-related work in Western Australia.
- Completion of 100 Point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Manager/Supervisor

Name:
Signature/HE:
Date:

Dept./Division Head

Name:
Signature/HE:
Date:

Position Occupant

Name:
Signature/HE:
Date: