



# Job Description Form



Community | Compassion | Quality



Integrity | Equity | Curiosity

## Position Title

Position number: 00613697

## Nurse Manager Workforce

### Description

The WA Country Health Service has a strong network of public hospitals, health services and nursing posts located across rural and remote Western Australia. Our core business is the provision of quality, accessible health services to people from large regional centres to those in small remote communities. Our service spans across an area of more than 2.5 million square kilometres, from Kalumburu in the Kimberley to Albany in the Great Southern and through the Goldfields to the South Australian boarder.

### About the WA Country Health Service

#### Our Strategic Priorities



#### Our Values

##### Community

We live and work in country communities. We are invested in the health, wellness and viability of country communities and the vibrancy, diversity and future of country WA.

##### Compassion

We are inclusive, respectful, and considerate. We care deeply about the people in our care and country communities.

##### Quality

We provide safe, high-quality care, constantly striving to innovate, improve and achieve trust in our care.

##### Integrity

We bring honesty, collaboration and professionalism to everything that we do.

##### Equity

We are passionate about fairness in healthcare for all Western Australians, especially the most vulnerable and disadvantaged people and communities.

##### Curiosity

We continually enquire and seek to understand, using the best evidence, insight and research to improve care.

#### Our Vision

To be a global leader in rural and remote healthcare.

#### Our Mission

To deliver and advance high quality care for country WA communities.

## Regional overview

The Nursing and Midwifery Directorate delivers care that is extraordinary in every way; ensures access for all; develops and retains nurses and midwives as competent stewards of health's precious resources; engages in partnerships that sustain the health of our communities; seizes opportunities to innovate and utilise technology for the benefit of those in our care; and of utmost importance, fosters workplaces that enable nurses and midwives to achieve their fullest potential.

Regional Nursing and Midwifery teams are committed to the care of our patients and the improvement of the health of our community, acknowledging the challenges that remoteness and isolation bring. The nurses across our regions are focused on the provision of excellence in person and family centred care and are proud of the contribution they make every day to patient experiences, collaborative partnerships with the multi-disciplinary teams and the functioning of our hospitals and services. As practitioners, we value our workforce and are committed to creating opportunities for continuous learning, mentorship, skills specialisation and career progression.

Our Directorate actively supports and encourages diversity and inclusion across all occupational groups through the development and implementation of initiatives aimed at accessing and improving employment and mentoring opportunities for all people. Our strategies are located at [www.wacountry.health.wa.gov.au](http://www.wacountry.health.wa.gov.au)

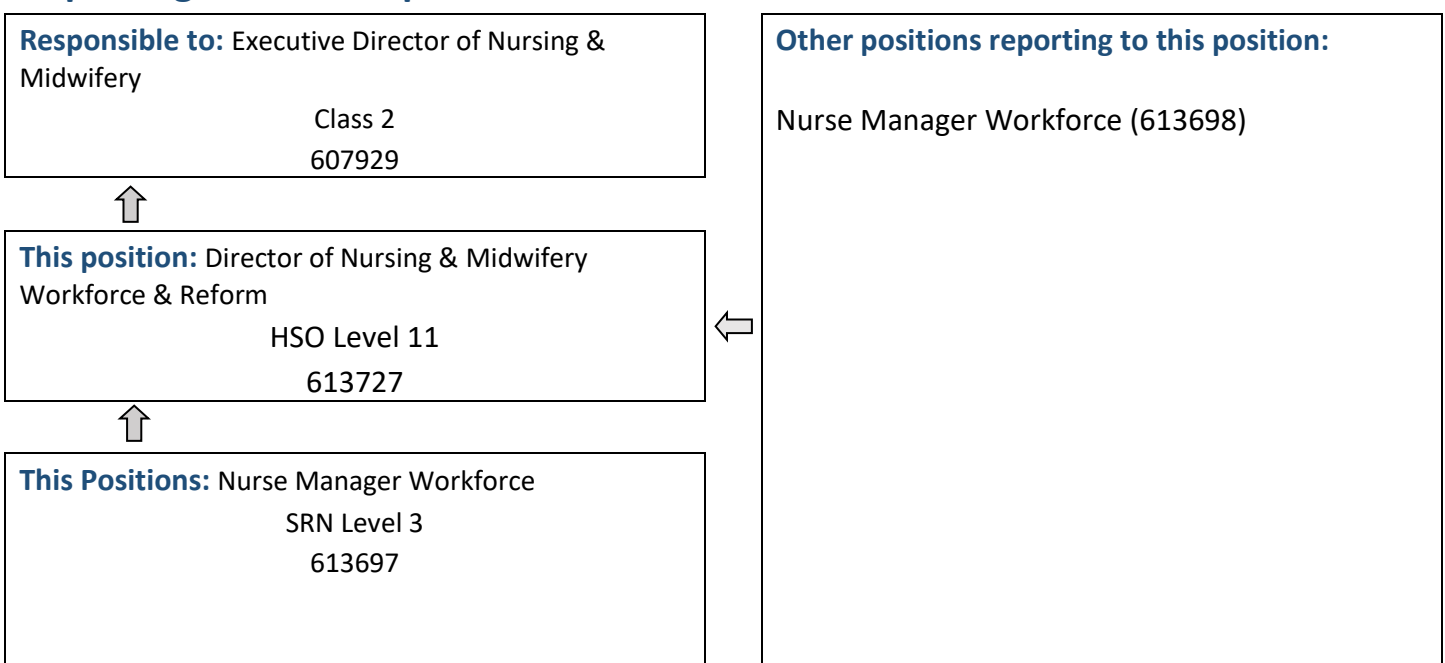
## Position Details

Position Number:	0061397	Registration Date:	
Classification:	SRN L3	Location:	Various
Award / Agreement:	Nurses and Midwives Agreement		
Organisational Context:	Nursing and Midwifery		

## Position Overview

Implements and evaluates Nursing and Midwifery recruitment programs. Coordinates and promotes WACHS Nursing and Midwifery workforce initiatives and liaises with other health services. Provides a consultancy service, monitors and reports on nursing workload indicators within & external to WACHS.

## Reporting Relationships



## Key Duties/Responsibilities

1. Provides nursing and midwifery leadership for WACHS nursing and midwifery recruitment programs, including overseas nursing & midwifery recruitment.
2. Delivers WACHS nursing and midwifery recruitment strategies, policies, processes and standards, which are aligned to the requirements of the organisation, the broader WA Health agenda and legislative requirements.
3. Monitors demand for nursing and midwifery workforce, identifying opportunities and initiatives that will support an increase in numbers as a workforce management strategy including identification of appropriate skills mix for the delivery of nursing and midwifery clinical services.
4. Manages the recruitment of nurses and midwives to the WACHS Pools for nursing and midwifery programs. 1.4 Manages the operational relationship between WACHS and NurseWest.
5. Implement and evaluate approved nursing and midwifery workforce initiatives introduced.
6. In conjunction with key regional staff and corporate staff develops the WACHS nursing and midwifery workforce plan.
7. Provides senior management with information and reports on WACHS nursing workloads and informs the organisation generally through the publication of appropriate reports and charts via the Intranet.
8. Represents the organisation at committees and forums and liaises with other health industry organisations in regard to matters consistent with the scope of responsibilities.
9. Prepares briefs, reports and ministerial response as required by the line manager.
10. Adopts a customer focus, risk management and outcome-oriented approach.
11. Other duties as requested by the line manager.





## Work Related Requirements

The following criteria are to be read together with the Brief Summary of Duties and considered in the context of the WACHS Values.

### Essential

1. Eligible for registration in the category of Registered Nurse by the Nursing and Midwifery Board of Australia.
2. Demonstrated evidence of considerable experience in the development, implementation, management and evaluation of nursing and midwifery recruitment programs.
3. Demonstrated leadership skills and well developed interpersonal, communication and negotiation skills.
4. Demonstrated conceptual and analytical skills, including the innovative problem solving.
5. Demonstrated ability to successfully manage projects.
6. High-level computer skills including data base management.
7. Demonstrated understanding of continuous quality improvement and risk management principles and their practical application in systematically evaluating services and meeting customer needs.
8. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.
9. Demonstrated digital capability across clinical systems which contribute to the provision of quality care.
10. Eligible for / or in possession of a current C or C-A Class drivers licence

### Desirable

11. Possession of or progression towards an appropriate post graduate qualification.
12. Knowledge of current health issues and the organisational culture of rural health services.

## Appointment Pre-requisites

Appointment is subject to:

- Evidence of current Registration by the Nursing and Midwifery Board of Australia must be provided prior to commencement.
- Provision of the minimum identity proofing requirements
- Successful Criminal Record Screening Clearance
- Successful Pre-Employment Health Assessment (including vaccination status)
- Successful WA Health Integrity Check
- Successful Working with Children Check
- Successful Aged Care Criminal Record Clearance – if applicable for working area
- Evidence of a current C or C-A Class driver's licence or other specialised licence class
- Ability to travel within the region

