



HSS Registered

Coordinator of Midwifery
Nurses and Midwives Agreement: SRN Level 7
Position Number: 116058
Maternity and Neonatal Unit
Rockingham Peel Group/South Metropolitan Health Service

Reporting Relationships

Executive Director
 HSO Class 1
 Position Number:110922

Nursing Co-Director Surgery & Specialist Care Directorate
 NMA SRN Level 9
 Position Number: 111266

This Position

Nil

- Also reporting to this supervisor:
- NUM Ambulatory, L4, FTE 1
 - NUM DPU, L4, FTE 1
 - NUM MSSU, L4, FTE 1
 - NUM Obstetrics, L4, FTE 1
 - S&Q Lead, G8, FTE 1
 - CNS Pain Mngt, L3, FTE 0.5

Key Responsibilities
 Responsible for providing effective high-level leadership and governance, including coordination and integration of the maternity service in a co-leadership model; leading and collaborating with the multi-disciplinary team in the progression of maternity reform and service redesign; ensuring robust governance structures are in place which promote continuous quality improvement, teamwork, data analytics and performance.



Excellent health care, every time

Care ■ Integrity ■ Respect ■ Excellence ■ Teamwork

SMHS Values

The SMHS considers the values, attributes and attitudes of candidates along with the assessment of competency-based criteria of the position as part of employee recruitment and ongoing performance development.

SMHS is unified across its hospitals and services by its values and behaviours that provide a strong expectation of conduct for all SMHS staff no matter where they work.



Brief Summary of Duties (in order of importance)

1. Our guiding SMHS Vision and Values

- 1.1 Undertakes the duties within this JDF whilst demonstrating the SMHS “excellent healthcare every time”.
- 1.2 Undertakes the duties within this JDF whilst demonstrating the SMHS values in a practical and meaningful way, specifically
 - Respect: welcoming diversity and treating everybody with dignity.
 - Teamwork: recognising the importance of teams working collaboratively and in partnership.
 - Integrity: being accountable for our actions and always acting with professionalism:
 - Care: providing compassionate care to the patient, their carer and family and remembering caring for our patients starts with caring for our staff.

2. Leadership and Management

- 2.1 Provides clinical leadership and direction for the planning, implementation, evaluation and governance of RGH maternity service redesign projects to support organisational objectives.
- 2.2 Develops detailed project management plans incorporating implementation plans, research activities and comprehensive risk analysis.
- 2.3 Identifies and analyses potential risks, benefits, costs and impact on SMHS RGH in relation to specific project initiatives and strategies.
- 2.4 Leads innovation and change management strategies to support service change in the maternity unit including leadership and governance, communication, models of care, teamwork and collaboration, and data and analytics, and performance.
- 2.5 Maintains excellence in interpersonal skills and leadership particularly during times of change and conflict.
- 2.6 Maintains open and collaborative communication with relevant key stakeholders demonstrating advanced written and verbal communication skills.
- 2.7 Prepares high quality reports, briefings and correspondence for the Co-Directors and Executive Director and site governance as required to support discussion and resolution of complex issues.
- 2.8 Promotes and facilitates maternity unit staff compliance with the National Safety and Quality Health Service Standards and National Mental Health Standards.
- 2.9 Actively promotes consumer and carer participation.
- 2.10 Positively promotes the services and facilities provided by RkPG.
- 2.11 Promotes a collaborative approach to decision making.
- 2.12 Participates in risk management processes at a whole of hospital level as required.
- 2.13 Participates as a member of the Nursing and Midwifery Executive Committee in the development of the strategic direction of RkPG nursing and midwifery.

3. Professional

- 3.1 Provides midwifery advice and consultancy to the Nursing Co-Director Surgery & Specialist Care Directorate.
- 3.2 Oversees the development standards and policies using an evidence-based approach, ensuring compliance with relevant industry acknowledged standards and legislative requirements, developing innovative methods and techniques for effective practice.
- 3.3 Lead the establishment and maintenance of a culture of patient and woman centred care and safety within the organisation and contributes to organisation wide initiatives.
- 3.4 Initiates and analyses research to determine best practice and initiates, implements and evaluates best practice activities that support the delivery of appropriate clinical care in the maternity unit both within and external to the hospital /health service.

SMHS Job Description Form

- 3.5 Evaluates and monitors operational and clinical nursing and/or midwifery indicators within the corporate and clinical governance framework.
- 3.6 Evaluates and monitors operational and clinical nursing and/or midwifery indicators within the corporate and clinical governance framework.
- 4. SMHS Governance, Safety and Quality Requirements**
 - 4.1 Completes mandatory training (including safety and quality training) as relevant to role.
 - 4.2 Performs duties in accordance with Government, WA Health, South Metropolitan Health Service and Departmental / Program specific policies and procedures.
 - 4.3 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.
- 5. Undertakes other duties as directed.**

Work Related Requirements

Essential Selection Criteria

1. Eligible for registration in the category of Midwife by the Nursing and Midwifery Board of Australia.
2. Demonstrated significant achievements related to midwifery and/or nursing leadership and change management within a healthcare setting with demonstrated knowledge and experience in workforce change principles.
3. Demonstrated advanced senior leadership experience in a complex health service environment with a proven ability to deliver project targets and objectives within agreed time frame.
4. Demonstrated ability to develop and evaluate clinical policies and standards and the application of research, best practice and risk management principles.
5. Demonstrated experience in quality improvement, research and risk management.
6. Highly developed interpersonal, verbal and written communications skills.

Desirable Selection Criteria

1. Possession of or significant achievement toward a postgraduate qualification relevant to position.
2. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and nursing related legislation 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.
- Provision of the minimum identity proofing requirements.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.