



MIDWEST

Landscape Photos: Tourism Western Australia

Position Title

Position number: 613596

Nurse Manager

Division Description

The WA Country Health Service (WACHS) Midwest health region of Western Australia covers more than 470,000 square kilometres, nearly one fifth of the State, with its population concentrated along the coast. The region is located in the northern middle section of Western Australia and incorporates three health districts - Gascoyne, Geraldton, Midwest and Murchison, is recognised for its unique natural environment and is a culturally diverse region with Aboriginal people representing 13% of the overall population.

About the WA Country Health Service

Our Strategic Priorities



Our Vision

To be a global leader in rural and remote healthcare.

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 Mission

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

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Directorate overview

Our Health Districts Gascoyne, Geraldton, Midwest and Murchison support and deliver a diverse range of services including but not limited to Aboriginal Health, Community Health, Population Health, Medical, Nursing and Midwifery, Aged Care, Mental Health and Community Alcohol and Drug Services, Workforce, Infrastructure and Business Services.

These services are delivered in a range of practice settings including within the community, in nursing posts, multi purpose sites, hospital based facilities and via Telehealth.

Our Directorates actively support and encourage 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

Position Details

Position Number:	613596	Registration Date:	9 June 2022
Classification:	RN SRN Level 3	Location:	Meekatharra
Award / Agreement:	Nurses and Midwives Agreement		
Organisational Context:	Midwest		

Position Overview

Provide leadership of the MPS supervising and facilitating the planning, implementation, evaluation and management of services. Provides advanced clinical expertise, direction and support to nursing staff.

Reporting Relationships

Responsible to:

Director of Nursing – Health Service Manager
RN SRN Level 6
604724



This position:

Nurse Manager
RN SRN Level 3
613596



Positions under direct supervision:

604728, 615377 Clinical Nurse
604730 Registered Nurse
604745 General Clerk
605066 Enrolled Nurse
605266 Cook Support Services Supervisor
617000 Support Service Supervisor
608153 Registered Nurse – Graduate
613864 Aboriginal Liaison Officer
615359 Administrative Assistant



Other positions reporting to this position:

604734 Nurse Manager (Mt Magnet)



Key Duties/Responsibilities

1. Management/Leadership

- 1.1. Direct and manage staff and provide leadership and support in daily operations of the health site.
- 1.2. Advise the Director of Nursing - Health Service Manager in relation to the services provided.
- 1.3. Monitor and manage services provided within the allocation of resources.
- 1.4. Communicate with staff regarding work issues and take appropriate action regarding team performance and standards of conduct.
- 1.5. Participate in and initiate performance development of employees under direct control.
- 1.6. Prepare reports as required including workforce and financial data.
- 1.7. Ensure financial accountability and compliance in accordance with legislative and agreed protocols. Free text.

2. Clinical

- 2.1. Provide advanced clinical expertise, direction and support to staff.
- 2.2. Develop, implement and review in collaboration with staff appropriate procedures and standards and monitor compliance.
- 2.3. Act as a resource on nursing practice issues.
- 2.4. Collaborate with Population Health in the provision of community and public health programs.
- 2.5. Provide/organise staff development and ensures staff attendance at mandatory in-services.

3. Planning and Development

- 3.1. Participate in the development, implementation and evaluation of strategic and business plans.
- 3.2. Represent the service in professional settings, local committees, and local forums as directed by the Director of Nursing \ Health Service Manager.
- 3.3. Collaborate with other agencies to develop excellent working relationships to improve and optimise service delivery.
- 3.4. Assess and monitor the allocation of service resources to ensure effectiveness and efficiency of services delivered and recommend any changes required.

4. Quality and Risk Management

- 4.1. Lead the development of health site quality management systems, including the management of clinical standards.
- 4.2. Support accreditation programs including the Australian Council on Healthcare Standards (ACHS) program.
- 4.3. Apply relevant clinical indicators and benchmarking processes in the monitoring of risk and develop risk management strategies in response to identified risks.
- 4.4. Ensure that the Health services staff and patient safety systems meet contemporary clinical standards and OSH requirements.
- 4.5. Complete documentation and investigation of incidents according to local policies in conjunction with the Director of Nursing - Health Service Manager.

5. Other

- 5.1. Delegate portfolio duties to other staff.
- 5.2. Other duties as required.

The occupant of this position will be expected to comply with and demonstrate a positive commitment to the WACHS values and the highest achievement in demonstrating positive



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Level 3

commitment to Equal Employment Opportunity, Occupational Safety & Health, Public Sector Standards, Code of Conduct, Code of Ethics, Quality Improvement, Performance Management, Customer Focus, Disability Services Act and Confidentiality throughout the course of their duties.



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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 highly developed interpersonal, written and verbal communication skills.
 3. Demonstrated advanced clinical expertise particularly Accident and Emergency/ Inpatient Services.
 4. Proven ability as a team leader.
 5. Demonstrated ability to manage human, physical, and financial and system resources.
 6. Current knowledge of legislative and regulatory requirements in the areas of Equal Opportunity, Disability Services and Occupational Safety & Health, and how these impact on employment, people management and service delivery.
 7. Eligible for / or in possession of a current C or C-A Class drivers licence or other specialised licence class.
- Desirable**
1. Experience in the delivery of service in rural / remote setting.
 2. Sound knowledge of, and commitment to, quality improvement processes.
 3. Competent in use of IT systems.

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
 - Successful WA Health Integrity Check
 - Successful Working With Children Check
 - Successful Aged Care Criminal Record Clearance
 - Evidence of a current C or C-A Class driver's licence or other specialised licence class and ability to travel within the region as required
- Allowances
- District allowance; air conditioning subsidy (if applicable)

WA Country Health Service Midwest
9 June 2022
REGISTERED