



HSS Registered February 2023

Nurse Co-Director (Acute Services)

Position Details

Position Number:	700549
Classification:	SRN Level 10
Agreement:	Nurses and Midwives Agreement
Directorate:	Acute Services
Department:	Acute Services
Location:	Sir Charles Gairdner Osborne Park Health Care Group

Reporting Relationships

This position reports to:

005827	Executive Director	Health Executive Service
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Positions under direct supervision:

Deputy Nurse Co-Director (Acute)	SRN 9	1.0 FTE
Acute Senior Nurses	various	multiple
Acute Administration Assistant	HSU 4	2.0 FTE

Primary Purpose of the Role

1. Provides nursing leadership within the Division and monitors standards of nursing care.
2. Takes primary responsibility for matching nursing and administrative staffing levels and experience to requirements.
3. Responsible for performance review and facilitating education programs for nursing staff.



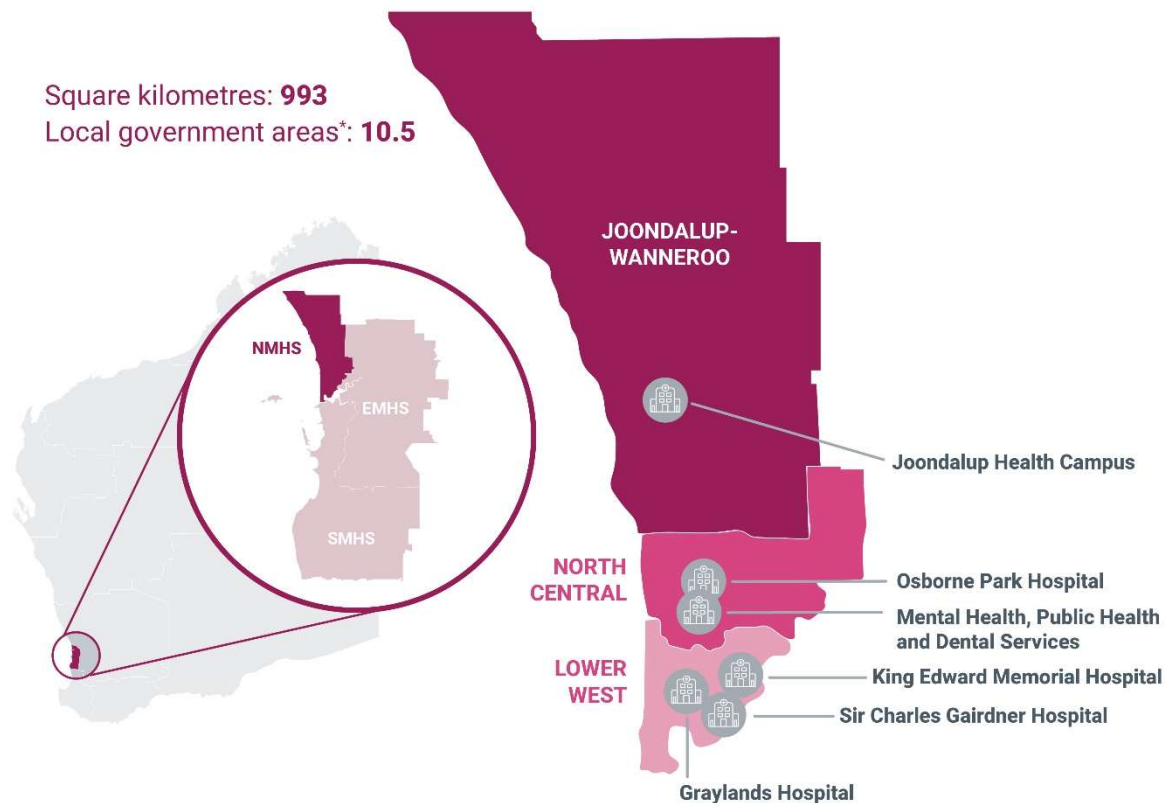
Vision

A trusted partner, delivering excellent health care for our people and our communities.



Mission

To promote and improve the health of our people and our communities.



North Metropolitan Health Service

Since our establishment in 2016, NMHS has embraced best practice to deliver improved clinical outcomes in the face of rising challenges for all healthcare providers. With a budget of \$2.16 billion and 8,917 full-time equivalent (FTE) staff, we serve a population of 736,907 people (about 28% of Western Australia's total population) within a catchment area of almost 1,000 square kilometres. The population we serve is projected to increase by 17% between 2021 and 2031, and the number aged 65 years and older will increase by 41% over the same period. NMHS provides a comprehensive range of adult specialist medical, surgical, mental health and obstetric services in WA, delivered across three tertiary hospitals and two secondary hospitals, all fully accredited. NMHS oversees the provision of contracted public health care from Joondalup Health Campus operated under a public-private partnership. A range of statewide, highly specialised multidisciplinary services is offered from several NMHS hospital and clinic sites.



Our values



Care

We show empathy, kindness and compassion to all.



Respect

We are inclusive of others and treat everyone with courtesy and dignity.



Innovation

We strive for excellence and are courageous when exploring possibilities for our future.



Teamwork

We work together as one team in a spirit of trust and cooperation.



Integrity

We are honest and accountable and deliver as promised.

Please refer to [NMHS Values – Organisational/Individual Behaviours](#) for information on individual behaviours that reflect the organisation's values.

Our strategic priorities

We are focussing on six strategic priorities for the 2020-2025 period:



Enabling healthy communities

We build healthy and engaged communities



People-centred care

We will place our consumers' and their carers' best interests and experience at the core of all we do



Integration and connection

We will build strong connections and partnerships



Innovation and adaptive models of care

We will use research and technology to improve outcomes



Trusted, engaged and capable people

We will invest in our people and our culture



Sustainable and reliable

We will reduce harm, waste and unwarranted variation



Key Accountabilities

1. Develops and takes actions to deliver strategic requirements of the Division in order to support strategic objectives of the Group.
2. Directs the activities of the Division consistent with corporate objectives and provides effective leadership, coordination, integration and direction for management of the human, financial and material resources to achieve these objectives.
3. Promotes and facilitates the provision of a cost effective and efficient health service provided by the Division to meet the level and quality of service as agreed with the Executive Director Sir Charles Gairdner and Osborne Park Health Care Group.
4. Participates as an effective member of the Hospital Executive by providing leadership and ensuring a strong focus on the corporate outcomes for the Hospital.
5. Actively contributes to the development of the Hospital and Health Service's goals, objectives, policies and standards and communicates these in a positive and effective way.
6. Represents the Hospital and Health Service positively and effectively through participation in affairs of the health industry, community and professional bodies relevant to the Hospital and Health Service's role and vision.
7. Liaises as required with the Executive Director, Sir Charles Gairdner and Osborne Park Health Care Group, Executive Director of Medical Services and Executive Director of Nursing on strategic issues affecting the delivery and standard of medical and nursing services.
8. Coordinates overall research activities and fosters and promotes research programs across all disciplines.
9. Chairs and participates in relevant committees.
10. Facilitates the professional development of staff under direct supervision and promotes the ongoing development of all staff within the Division.
11. Reviews clinical practice and protocols and recommends improvements / alternatives in accordance with best practice.
12. Maintains liaison with other hospitals and external stakeholders in all areas consistent with delegated authority.
13. Initiates and participates in the development of formal quality improvement projects and programs.

Nurse Co-Director – Special

14. Provides nursing leadership within the Division and monitors standards of nursing care.
15. Takes primary responsibility for matching nursing and administrative staffing levels and experience to requirements.
16. Responsible for performance review and facilitating education programs for nursing staff.

17. NMHS Values: *Care, Respect, Innovation, Teamwork, Integrity*

- 17.1 Reflect the NMHS values in the way you work, behave and make decisions.



18. NMHS Governance, Safety and Quality Requirements

- 18.1 Ensures, as far as practicable, the provision of a safe work environment in consultation with staff under their supervision.
- 18.2 Participates in an annual performance development review and undertakes performance development review of staff under their supervision.
- 18.3 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.
- 18.4 Completes mandatory training (including safety and quality training) as relevant to role.
- 18.5 Performs duties in accordance with Government, WA Health, North Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 18.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

19. Undertakes other duties as directed.

Work Related Requirements

1. Eligible for unrestricted registration in the category of Registered Nurse by the Nursing and Midwifery Board of Australia.
2. Demonstrate a proven record of professional clinical leadership.
3. **Shapes and manages strategy** including the ability to inspire a sense of purpose and strategic direction, the ability to analyse and translate key strategic objectives into operational goals.
4. **Achieves results** including the ability to establish clear plans, timeframes for implementation and identify specific activities to be delivered, the ability to respond in a flexible and innovative manner to change and uncertainty and the capability to manage human, physical and financial resources in an environment of constraint.
5. **Builds productive relationships** including the ability to broker cooperation and partnerships across an organisation and the ability to engage with, develop and maintain positive working relationships with colleagues and with diverse groups of people within the health sector.
6. **Communicates and influences effectively** including the ability to consult, negotiate and advocate persuasively and seeks to understand diverse views and differences of Executive team and key leaders and being able to listen and understand needs.
7. **Exemplifies personal integrity, accountability and compassion** in a large and complex organisation including the ability to take personal responsibility for meeting objectives and the ability to demonstrate initiative and innovation.
8. **Management of clinical services** in a large complex health care including balancing of diverse and competing interests and the achievement of high-quality patient outcomes, service satisfaction and operational efficiency.
9. Current knowledge of legislative and regulatory requirements in the areas of Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment, people management and service delivery.



Desirable Selection Criteria

- 1. Knowledge of the national and state health policy framework impacting on health service delivery in Western Australia generally and on the Hospital and Health Service.
- 2. Post graduate qualifications relevant to position.

Appointment Prerequisites

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 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	Dept./Division Head	Position Occupant
Name:	Name:	Name:
Signature/HE:	Signature:	Signature:
Date:	Date:	Date:

