



West Wimmera Health Service

Position Description

Position:	Community Refugee Health Nurse (Registered or Endorsed Enrolled Nurse)
Location:	Based at Nhill but may be required to work across all sites as required
Reporting to:	Clinical Manager Community Nursing
Division:	Community Health
Award:	Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2016 – 2020
Level:	Dependent on skills, qualifications and experience as per Award

Overview of West Wimmera Health Service

Our community is the heart of West Wimmera Health Service. We are committed to delivering the highest quality health services and ensuring our services meet the needs of our population.

We deliver services across a 22,000 square kilometre region, which is home to nine rural townships including Nhill, Goroke, Jeparit, Kaniva, Rainbow, Natimuk, Minyip, Murtoa and Rupanyup.

Our Values

Total Care - *delivering care that is safe, effective and person-centered, always*

Safety – *providing a safe workplace and services free from avoidable harm*

Unity - *working well together in a great place to work*

Accountability - *doing the right thing by our stakeholders and ourselves*

Innovation – *using our imagination - if there's a better way we will find it*

Our Strategic Directions

Strategy one	Empower our community to live their best life
Strategy two	Invest in population health
Strategy three	Build partnerships for healthier communities
Strategy four	Harness technology and innovation
Strategy five	Strengthen our workforce capacity

Position Relationships:

Key Internal Relationships	Key External Relationships
<ul style="list-style-type: none">• WWHS Employees• District Nursing and Clinical Staff• Allied and Community Health Staff• Clinical Manager Community Nursing• Executive Director Community Health• Visiting Medical Practitioners	<ul style="list-style-type: none">• Clients/ Carers• Wimmera Refugee communities• Refugee settlement organisations• Refugee Health Nurse networks• Other external health services• Other external organisations

Position Overview:

To work within the community to optimise the long-term health of refugee community members through promoting and implementing accessible and culturally appropriate health care services that are responsive to the needs of the community.

Key Selection Criteria:

Essential:

1. Effective communication and organisational skills.
2. Worker screening clearance – police check, working with children check and NDIS Worker Clearance check.
3. Registered or Endorsed Enrolled Nurse with current APHRA registration and at least 3 years of nursing experience.
4. Demonstrated ability to work effectively, both independently and as part of a multi-disciplinary health team and in collaboration with groups and individuals.
5. Excellent analysis, reporting and writing skills.
6. Competence in using computer programs including Microsoft Officer Software, Excel, Outlook and other databases relevant to the practice area.
7. Demonstrated understanding of Quality Improvement Principles, the EQUiP and the Common Community Care Standards.

Desirable:

8. Victorian Driver's Licence.
9. Specialist qualification (Certificate or above) in refugee health or equivalent field.
10. Previous experience working in refugee health
11. Karen language skills.

Key responsibilities:

- Facilitate and coordinate referral to health and community services within WWHS and externally where appropriate.

- Undertake early health and social needs assessments of refugee clients, particularly those newly arrived in Australia.
- Promote social connection and integration through referrals to established social support programs within Nhill and community.
- Promote accessible and culturally appropriate health care services that are responsive to the needs of culturally and linguistically diverse (CALD) communities.
- Enable individuals, families and refugee communities to improve their health and wellbeing.

Statement of duties:

Professional Practice:

- Ensure familiarity with the expected standards of performance in the role and actively contribute to own personal development.
- Maintain a good working knowledge of and adherence to standards and legislation relevant to the role (such as Child Safe Standards, Aged Care Act etc.) and actively promote compliance to any such standards and legislation.
- Comply with all relevant WWHS policies and procedures and any program specific guidelines.
- Attend all required staff meetings and trainings.
- Work in accordance with West Wimmera Health Service's Code of Conduct and demonstrate commitment to the Service's core values.
- Recognise, respond and escalate changes in the patient's condition.
- Undertake early health and social needs assessments of members of CALD communities, including refugee clients and particularly those newly arrived to Australia.
- Facilitate and coordinate referral to health and community services within WWHS and externally where appropriate.
- Promote social connection and integration through referrals to established social support programs within Nhill and community.
- Enable individuals, families and refugee communities to improve their health and wellbeing.
- Provide information and support regarding client's rights, entitlements and obligations under the Victorian health system.
- Work with health promotion programs to provide health promotion interventions generally and specific to refugees.

Quality, Safety and Risk Management:

- Ensure compliance at all times, with mandatory education competencies by the due date in accordance with WWHS policies and protocols.
Ensure and take all reasonable care for your personal safety and the safety of patients, consumers, volunteers and colleagues.
- Participate in relevant quality improvement activities as directed by the Executive Director Quality & Safety.
- Identify and report relevant risks including those relating to human resource management, workplace culture and industrial relations and actively work with other staff as appropriate to effectively manage such risks.
- Collect community health data for reporting, service planning and evaluation.
- Identify achievements and outcomes annually.

Communication:

- Maintain a professional and friendly approach in all interpersonal communication with patients, consumers, volunteers and colleagues.
- Ensure effective and open lines of communication with other refugee nurses, community and clinical staff and family/carers (with consent), volunteers, medical Practitioners and WWHS management staff.
- Maintain confidentiality as per West Wimmera Health Service Policy and in accordance with relevant privacy and health records legislation.
- Strengthen and develop relationships with customers and departments to ensure business viability and opportunities are identified.
- Promote good communications both within the hospital and the community.
- To actively participate in relevant West Wimmera Health Service committees.

Direct Reports:

- Clinical Manager Community Nursing

Appraisal:

- Initial appraisal – 3 months after appointment
- Thereafter – 12 monthly.

Certification

We hereby agree that the details contained in this document are an accurate statement of the primary requirements of the position.

Authorised By: Executive Director Community Health	
Name:	
Signature:	Date:

Position Incumbent Name:	
Signature:	Date: