

Team Leader Maternal and Child Health

Directorate	Department
Connected Communities	Family and Children’s Services
Position No	Enterprise Agreement Classification
CML19 & CML19A	Maternal and Child Health Team Leader
Reports To:	Direct Reports
MCH Service Coordinator	MCH Nurses

What we trust you to deliver

Oversee and coordinate the day-to-day operational aspect of the Maternal and Child Health (MCH) service in accordance with appropriate legislative requirements, professional service standards including funding and service agreements. The Team Leader MCH will ensure ongoing development and implementation of a service that supports healthy children and families through family-centred practices. To provide support and motivation for the team in continuous improvement through consultation and ongoing service review to ensure the best possible service for our families and children.

What you will need to thrive

- Current registration with the Australian Health Practitioner Regulation authority (AHPRA) as a registered nurse and a registered midwife and to also hold recognised qualification in Maternal and Child Health;
- Demonstrated ability to work with an allied health team to establish strong collaborative partnerships with each other and across the organisation with an integrated approach to high quality service delivery;
- Substantive experience in MCH service delivery;
- Experience in clinical nursing leadership and a demonstrated commitment to achieving high quality service and safety outcomes within the MCH Service;
- Demonstrated ability to coordinate the complexities of a clinical service on a daily basis;
- Demonstrated understanding of governance and accountability requirements, and compliance with relevant legislation, policies and procedures for MCH service delivery.

What success looks like

1. Working in collaboration with the Child Family Health and Wellbeing team and staff across Family and Children’s Services to develop, embed and continuously strengthen a “one team” approach through collaborative leadership and professional practice;

2. Investing in strong problem-solving skills and to apply relevant and evidence based theoretical frameworks to the problem-solving process;
3. Strong leadership and mentoring to support the MCH team to identify and implement opportunities for families and children;
4. Actively participate in Council’s approach to performance, development and review process. This is the opportunity to bring your whole self to work through celebrating your talents and strengths and supporting your performance and development;
5. This role may also be required to carry out other such duties as are within the limits of the employee’s skills competence and training.

The expertise you bring (including qualifications and experience)

- Recognised tertiary qualifications in Maternal and Child Health (mandatory)
- Current registration with AHPRA as a registered nurse and a registered midwife (mandatory)
- Experience leading a team of allied health workers (desirable)
- A working knowledge of current child protection protocols with the ability to make reports in accordance with the Children, Youth and Families Act 2005, Child Safe Standards, Child or Family Violence Information Sharing Schemes and to support the MCH and Family and Children’s Services department with mandatory reporting obligations

Key competencies

Resilient	Collaborative	Instils trust	Ensures accountability
Communicates effectively	Interpersonal savvy	Customer focuses	Manages complexity

OHS, Risk Management, Equal Opportunity, Child Safe Standards and Charter of Human Rights

- Adhere to Council’s Health and Safety, equal opportunity and risk management policies, plans and procedures as well as act in accordance with the Charter of Human Rights.
- Demonstrate and promote workplace behaviours that does not discriminate, bully or harass.
- Cooperate with any reasonable, lawful instruction to comply with relevant legal requirements.
- Adhere to policies and procedures to prevent injuries to people and damage to assets and property including reporting of these matter.
- Take reasonable care for your safety and the safety of others who may be affected by your actions or omissions.
- Promote positive mental health and wellbeing within your team and work towards the prevention of mental injuries and illness in workplace.
- Ensure a child safe environment and contribute to a culture of child safety by fulfilling the requirements and responsibilities outlined in legislation, including the Child Safe Standards, Reportable Conduct Scheme and Council’s Child Safe Policy and Procedures.

Our Customer Promises

Our customer promises are our commitments to our customers.

- We care: we listen and take the time to understand you and what you need
- We're helpful: we're easy to deal with, professional and focused on clear, practical outcomes
- We're fair: we work to meet your needs, while balancing our community obligations
- We're knowledgeable: we'll let you know what we can do to help and help you anticipate what else you might need
- We're accountable: we'll guide you through the next steps, always follow through and work with our colleagues to keep you informed of our progress

Who you will work with:

Internal:	External:
<ul style="list-style-type: none"> • MCH Nurses, Family support workers • Early Years Support Officers (EYSO's) • Family and Children's Services • Early Years Operation team • Other departments across Knox City Council 	<ul style="list-style-type: none"> • Department of Health, MAV • Department of Education and Training • Child Protection Services and The Orange Door • Specialist family support services • Other allied health professionals • Other identified Information Sharing Entities

Accountability and extent of authority

- Assess and manage climate risks within service area responsibility including consideration for Climate Change adaptation and mitigation as it relates to the relevant service provisions
- Ensure Council's resources are managed effectively across the MCH team
- Advise, guide and support MCH staff in the day to day operational matters of the MCH program within the legislative framework and Council's annual budget
- To input advice into the development and implementation of service policies and safe work practices to ensure our service operates in a best practice space

Judgement and Decision Making

- As an identified Information Sharing Entity within the Child Information and Family Violence Sharing Schemes the MCH Team Leader will play a core role in assessing and managing family violence risks and communicating the effective and appropriate use of shared information in order to keep victims/survivors safe
- Problem solving in nature, may involve identification and analysis of an unspecified range of options

Specialist Skills and Knowledge

- Proficiency in the application of a theoretical or scientific discipline - in search of solutions to new problems/opportunities
- Analytical and investigative skills in policy formulation
- Understanding of organisational values, and the legal and political context
- Knowledge and familiarity of principles and practices of budgeting and accounting/financial procedures

Management Skills

- Management skills to achieve objectives despite conflicting pressures.
- Able to implement personnel policies and practices including awards, EEO and OH&S policies, recruitment and selection procedures and techniques, position descriptions and staff development schemes
- Expected to contribute to long term staffing strategies

Interpersonal Skills

- Ability to gain cooperation and assistance from clients, other employees and members of the public in the administration of broadly defined activities
- Ability to liaise with counterparts in other organisations to discuss and resolve specialist problems
- Ability to motivate and develop employee

Inherent Requirements

The inherent requirements of the role are provided in the job advertisement as well as on Council’s [Prepare to Recruit](#) page.

Within reason, and subject to Council's obligations under legislation, it is expected that a person conducting this type of work will have the capacity to perform the genuine, reasonable and inherent tasks of the role.

Conditions of Employment

Conditions of employment are in accordance with the **Knox City Council Enterprise Agreement** and the Knox City Council Code of Conduct. Applicants will require the following:

AU Entitlement to Work	Qualification Verification	Reference Check
Qualification Verification	Current Victorian Drivers Licence	Working with Children Check
Functional Testing	Medical Check	

About Knox

Making a difference to others and our community is at the heart of everything we do at Knox. Future Ready Knox connects our vision, aligns our purpose with values, strategy and people experience. We all have an important role to play, in working together we will achieve all we aim for and more.



Our Values

Our values are the foundations to our success and culture at Knox. They represent what we stand for, inspire us to bring our whole selves to work and create a shared understanding to align the way we work with our vision and purpose.



Make a difference daily



Inspire and facilitate success



Think big act bold



Do what is right (not what is easy)

THRIVE: Our Future Ready Knox Strategy

The world we live in is changing, placing ever more focus on people and what it means to be human.

It is time we reimagine the future of work and adapt how we lead our changing business, so we evolve and remain purposeful for our residents, our community and our City. We all have capacity to adapt and evolve. It is through harnessing our changing skillsets and mindsets, and working and learning together that we will bring out the best in each other and create a future we can all feel good about.



Adaptive future

We will pursue the future with a clear strategy of excellence and service. We will never stop learning and growing. We will be a resilient, adaptable and sustainable workplace comprised of thriving people working together to fulfil our core purpose: empowering our diverse community to thrive and prosper.

Evolving culture

We strive to be an agile organisation built on a foundation of psychological safety and trust in our leaders, our teams and ourselves. We will be defined by our love of learning, innovation and growth. We will be led by wholehearted humans who bring out the best in our people and drive collective ownership of our vision, strategy and values. This will ensure we respond, adapt and thrive in a rapidly changing world.

Flexible workplace

We will thrive in our inclusive and connected workplace, defined by flexible practices and spaces, and enabled by new technologies and business intelligence. These will support our people to explore and adopt new ways of thinking, learning and working that ultimately deliver greater value to our community.

Thriving people

We will be defined by our resilient, diverse and capable people and will support them to keep growing and leveraging their passions, talents and skills. We will improve the ways we engage and communicate, embrace productive conflict and hold each other accountable for our commitments. We will harness our collective potential to make a difference and create a future we can all feel good about.

Please refer to our website www.knox.vic.gov.au for more information about Knox City Council.