

Mission Australia

About us: Mission Australia is a non-denominational Christian organisation that has been helping people re gain their independence for over 155 years.

We've learnt the paths to getting back independence are different for everyone. This informs how we help people, through early learning and youth services, family support and homelessness initiatives, employment and skills development, and affordable housing. Our nationwide team delivers different approaches, alongside our partners and everyday Australians who provide generous support.

Together we stand with Australians in need, until they can stand for themselves.

Purpose: Inspired by Jesus Christ, Mission Australia exists to meet human need and to spread the knowledge of the love of God.

"Dear children, let us not love with words or speech but with actions and in truth." (1 John 3:18)

Values: Compassion Integrity Respect Perseverance Celebration

Goal: To reduce homelessness and strengthen communities.

Position Details:

Position Title: Clinical Nurse, Roma House

Division: Service Delivery

Reports to: Program Manager, Roma House

Position Purpose: To provide health support and medication management/administration to Roma House clients

Position Requirements (What are the key activities for the role?)

Key Result Area 1	Medical Support
Key tasks	Position holder is successful when
<ul style="list-style-type: none"> Conduct medical assessments for all Roma House clients Provide medical services to clients as required Administration of medication in accordance with prescription when on duty and ensure safe and legal procedures are in place for non-nursing staff to make medication available to residents outside of nursing hours Refer clients to health care providers as appropriate and work collaboratively with other stakeholders, including the Roma 	<ul style="list-style-type: none"> Thorough medical assessments are completed for all clients Clients are provided with medical services as required Medication is managed safely and legally and is available to residents when required according to the prescription Residents maintain or improve their health status Strong relationships with other service providers established Links maintained with key support agencies, direct contact occurs Case files detailed and accessible by the other support staff. MACSIMS tasks

<p>House Recovery team</p> <ul style="list-style-type: none"> Maintain case notes, files, referrals etc on a computer based data management system (MAXCIMS) 	<p>completed and data entered</p>
<p>Key Result Area 2</p>	<p>Specialist Advice</p>
<p>Key tasks</p>	<p>Position holder is successful when</p>
<ul style="list-style-type: none"> Provide input into case planning and participate in case review meetings when required Provision of expertise to Group Work via information, consultation and facilitation of health related groups Provision of one to one support to clients to assist them in decision making in relation to health and medical issues Provision of advice and support to CSEs to facilitate high quality client outcomes, in particular, guiding the Roma House medication policy and procedures 	<ul style="list-style-type: none"> Health component to client support is documented and circulated to the team Attendance at case reviews with CSWs and other key support people Health groups are being run and information being provided to Group Work team Clients are engaged and case notes kept of intervention CSWs incorporate medical needs into case plans and client outcomes Roma House manages client medication in accordance with legislative and best practice guidelines
<p>Key Result Area 3</p>	<p>Relationship Management</p>
<p>Key tasks</p>	<p>Position holder is successful when</p>
<ul style="list-style-type: none"> Maintain relationships with key referral and support agencies eg: HHOT, ADHOT, RBWH, PA, IMHS, Community Health, local GP's and rehab services Demonstrate a commitment to professional development and growth by attending training, participating in supervision and ensure skills and qualifications are current Develop and maintain strong relationships with key internal stakeholders. 	<ul style="list-style-type: none"> Regular contact maintained with external agencies HHOT provides professional supervision and access to professional development opportunities Attendance at team meetings, hand over daily, case reviews, team development and planning days and input is relevant and respectful Strong relationships with key internal stakeholders are developed and maintained.

Note-The duties listed in this position description may not be all encompassing. Employees may be required to perform other reasonable duties as requested.

Work Health and Safety

Everyone is responsible for safety and must maintain:

- A safe working environment for themselves and others in the workplace
- Ensure required workplace health and safety actions are completed as required
- Participate in learning and development programs about workplace health and safety
- Follow procedures to assist Mission Australia in reducing illness and injury including early reporting of incidents/illness and injuries

Purpose and Values

- Actively support Mission Australia's purpose and values;
- Positively and constructively represent our organisation to external contacts at all opportunities;
- Behave in a way that contributes to a workplace that is free of discrimination, harassment and bullying behaviour at all times;
- Operate in line with Mission Australia policies and practices (EG: financial, HR, etc.);
- To help ensure the health, safety and welfare of self and others working in the business;
- Follow reasonable directions given by the company in relation to Work Health and Safety.
- Follow procedures to assist Mission Australia in reducing illness and injury including early reporting of incidents/illness and injuries
- Promote and work within Mission Australia's client service delivery principles, ethics, policies and practice standards
- Actively support Mission Australia's Reconciliation Action Plan.

Recruitment information

Qualification, knowledge, skills and experience required to do the role

- Nursing registration valid for Qld
- Experience in community based nursing, alcohol and drugs or mental health
- Experience of working within a ,multidisciplinary team and a commitment to therapeutic interventions for disadvantaged people
- Proficient in word, email, PowerPoint and publisher, able to use a we based data base
- Current driver's license

Key challenges of the role

- Complex client group
- Provision of medication in line with legislative requirements across a 24/7 facility

Compliance checks required

Working with Children	<input checked="" type="checkbox"/>
National Police Check	<input checked="" type="checkbox"/>
Vulnerable People Check	<input checked="" type="checkbox"/>
Drivers Licence	<input type="checkbox"/>
Other (prescribe)	<input type="checkbox"/>

Approval

Manager name

Katie Leavey

Approval date

20 July 2016