



POSITION DESCRIPTION

POSITION TITLE	Adolescent Health Nurse
DIVISION	Community Programs
DEPARTMENT	David Scott School
REPORTS TO	Wellbeing and Engagement Lead

ORGANISATIONAL PURPOSE

Our vision at the Brotherhood of St Laurence is for an Australia free of poverty.

Established during the Great Depression by Anglican activist Father Gerard Tucker, the contemporary Brotherhood of St Laurence pursues systemic change for a fairer and more compassionate Australia where all people have a sense of belonging.

Our organisation employs over 1,400 staff and is supported by 1,200 volunteers. We partner with governments, business and other community organisations to address poverty in communities across the nation. Our staff are committed to providing our clients with a quality experience that is Safe, Effective, Connected and Personal, these are our Quality Goals of service.

Our work in the community is varied: ranging from early learning, employment preparation, social enterprises, aged care, programs for families, older people, refugees and asylum seekers as well as digital literacy programs. We research the causes and effects of poverty and advocate national, state and local policy solutions for people experiencing disadvantage.

We have also established initiatives to tackle the challenge of climate change and environmental sustainability present for disadvantaged people.

The Brotherhood's Strategic Plan for 2019-2023 outlines five strategic outcomes:

These are:

- Inclusive services and communities for everyone
- Wellbeing, social inclusion, empowerment and dignity for all
- Economic security for all
- A trusted voice nationally on poverty and disadvantage
- An inclusive, effective, efficient and agile organisation

PURPOSE OF THE DAVID SCOTT SCHOOL

In 2017, the Brotherhood established the David Scott School as a Specialist Assistance school with the mission to ensure that all young people receive a high-quality education that empowers them to reach their potential and equips them for a good life.

The school delivers an integrated education program to meet the literacy, numeracy and personal development needs of young people (aged 15-19) across the Frankston and Mornington Peninsula region who have been unable to experience success in mainstream school settings. The school has established and piloted an innovative applied learning model informed by evidence about what works for re-engaging and maintaining young people in education, and in preparing them for the world of work and/or further study. The School provides integrated career pathways, transition and comprehensive well-being support for students facing barriers and challenges to completing their education.

The School is an initiative of the Brotherhood and sits within the organisational structure of the Brotherhood.

POSITION PURPOSE

In a Specialist Assistance School, a key role of the Adolescent Health Nurse is to help reduce negative health outcomes and risk taking behaviours amongst young people. They will work as part of a multi-disciplinary team and will:

- support the school in addressing contemporary health and social issues facing young people with a focus on health promotion and primary prevention health education,
- classroom education sessions and small group education
- co-ordinate supports for students from both within and external to the school, including proactively working with external health professionals to engage further support;
- Enhance health promotion activities of the school through whole school health and wellbeing initiatives, helping to embed health programs and strategies in the school
- Building the capability of teaching staff and school leadership to manage student health and wellbeing
- monitor student health and wellbeing plans
- undertake the responsibilities of the school First Aid Officer, carrying out initial intake and assessment of those who present to First Aid and apply relevant first aid treatment as well as ensuring that first aid facilities and supplies are maintained

CHILD SAFETY

The School is a child safe employer and is committed to the welfare of young people and their protection. All potential employees and volunteers will be required to comply with the School's Child Safe Policy and Code of Conduct. All staff at David Scott School are expected to take an active role and are well informed of their obligations in relation to the school's Child Safety Program. The David Scott School's Child Safety Code of Conduct is incorporated in the staff employment cycle from recruitment and reference checking to induction, probation review processes and regular staff training.

Employment with David Scott School is subject to school policies including the Child Safety Policy, Child Safety Code of Conduct and Child Safety Statement as listed below.

Child Safety Statement: David Scott School

- actively works to listen to and empower children
- has systems to protect children from abuse, and will take all allegations and concerns very seriously and responds to them consistently in line with the organisation's policies and procedures
- is committed to promoting physical, emotional and cultural safety for all children
- is committed to providing a safe environment for all children.

KEY RESPONSIBILITIES AND DUTIES

Teamwork and Accountability

- Work collaboratively within teams to achieve common goals
- Demonstrate a commitment to the Brotherhood's quality framework and culture by participating in and promoting quality actions through continual improvement activities
- In collaboration with the Wellbeing and Engagement Lead, set goals and objectives to ensure outcomes are met
- Model the Brotherhood values and adhere to the Code of Ethical Behaviour in everyday work practices
- Maintain a safe work environment and ensure steps are taken to prevent unsafe work practices in accordance with Brotherhood policies and procedures

Services and Support

- Deliver professional support services and or first aid for students with a range of mental health issues, applying sound theoretical knowledge and practical expertise.
- Plan and implement evidence-based intervention strategies for students with complex needs including collaborating with families, other professionals and agencies when appropriate, and manage the associated risks.
- Work collaboratively with the school to contribute to policies and operational practices that will guide the work of others, including other school wellbeing staff and teachers.
- Demonstrate leadership and provide professional learning to others, such as teachers and other school wellbeing staff, to build the capacity of the school to improve students' learning and developmental outcomes.
- Liaise both within the team and external service providers where necessary to provide support to students.
- Maintain professional competence and continued professional learning, including attending professional development activities throughout the year.
- Meet relevant policies and legislative requirements in relation to student health information privacy whilst adhering to mandatory reporting requirements in an educational setting.
- Contribute to evidence for Nationally Consistent Collection of Data for Students with Disabilities (NCCD).
- Maintain and provide accurate records in a timely manner, adhering to high quality professional and legal standards.

First Aid Coordination

- Coordinate the triage and provision of all First Aid treatment and advice to the school community
- Effective management of the student sickbay
- Manage and administer student medication and supplies in line with all relevant school policies
- Consult with parents/guardians/carers to identify and support student health-related matters and ensure appropriate standards and treatments are compliant
- Coordinate the completion and maintenance of required health documentation, record management and enactment for students with health conditions in line with school policies and practice. Examples include Action Plans, Health Care Plans, Communication Plans, Asthma/Allergy/Anaphylaxis/Diabetes Plans etc.
- Liaise with staff, internal and external stakeholders regarding identification and monitoring of student health conditions and where required provide appropriate medical information to school staff ensuring safety of students
- Continuously improve procedures and documentation relating to First Aid and student health ensuring compliance
- Coordinate the school's immunisation program and in collaboration with key school staff contribute to health-related initiatives as approved by the Principal
- Organise and maintain first aid supplies and kits for the school's facilities and events (e.g. excursions, camp, co-curricular activities)
- Coordinate and where appropriate, deliver staff first aid related personal development (Anaphylaxis, CPR, Asthma and First Aid Training) and maintain first aid related qualification records

Services and Support

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- Maintain and provide accurate records in a timely manner, adhering to high quality professional and legal standards.

Multi-Skilling

The incumbent may be directed to carry out such duties as are within the level of the position and scope of the incumbent's competence and training as directed by the School Principal and/or Manager.

It is acknowledged that the Position Description as stated above is an outline and guide to the duties of the professional activities needed to undertake the position successfully. I understand that a review of the position description may occur, and it may be amended from time to time as organisational needs change. Changes to the position description will be consistent with the purpose for which the position was established.

ORGANISATIONAL RELATIONSHIPS

Internal Stakeholders:	David Scott School Staff, Students and other Brotherhood Staff
External Stakeholders	Parents, families, community groups, schools, other education and training providers, specialist health and service agencies, allied health, GPs, government departments and other relevant organisations.

KEY SELECTION CRITERIA

Essential

- Current nursing qualification and registration with the Australian Health Practitioner Regulation Authority (AHPRA)
- Demonstrated competency and experience, and preferably postgraduate qualifications, in adolescent health and development, primary health care, community health, mental health, public health, education and/or health promotion
- Well-developed knowledge and experience in the provision of health support to young people, crisis management, early intervention and health program delivery, and use of current evidence-based interventions.
- Demonstrated understanding of youth issues including but not limited to: substance misuse, contraception, mental health, adolescent/family violence, family conflict, socio economic barriers, housing etc
- Demonstrated experience in working in a multi-disciplinary approach and capacity to deliver the application of relevant strengths-based practice in a strength based, therapeutic and trauma informed approach with adolescents and their parents/carers
- Relevant experience and knowledge of strategies to effectively identify and support challenging behaviours in adolescents, improving outcomes and raising achievement and attainment for students with complex needs
- A genuine passion for working with school-aged students in a complex school setting.
- Well-developed interpersonal and communication skills with the ability to build effective relationships with students and families, liaising across all levels both internally, externally and with people from diverse backgrounds
- Ability to work well in a team, work independently and meet deadlines
- Demonstrated knowledge of and commitment to ensure the School is a Child Safe environment.
- Understanding of and empathy with the values and ideals of the Brotherhood.

Desirable

- Demonstrated experience in a secondary school/education setting
- Demonstrated experience in the delivery of school-based programs and individual student support

MANDATORY EMPLOYMENT CRITERIA

- In accordance with Victorian Government Health Directions, COVID-19 Mandatory Vaccination Directions, proof of full COVID-19 vaccination is a requirement of employment and must be provided prior to commencing.
- Some work-related travel and out of hours work may be required
- Proof of eligibility to work in Australia is required
- A satisfactory Police Check is required. The Brotherhood will facilitate this process.
- A Working with Children Check is required for this position. The Brotherhood will facilitate this process.