**Staff Position Description**

 **Registered Nurse**

**Position Title:**

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| **OUR PURPOSE** |
| Finley Regional Care is a community-managed, not-for-profit organization that delivers a range of medical and aged care services to the town of Finley and surrounding areas. Comprising of a residential facility, two medical centres, a lifestyle village, and home care services, Finley Regional Care strives to live up to its name as the leading choice for care in the Riverina region.  |
| **OUR VISION** |
| Continually striving in excellence in caring for our community |
| **OUR MISSION** |
| We embrace a high standard of quality care that is person-centred, progressive, and comprehensive through the lives of the individual, family, and wider community. |
| **OUR CULTURE STATEMENT** |
| We will:* Respond to consumers and their stakeholders
* Respect consumers and their stakeholders
* Inform and reassure consumers and their stakeholders
* Listen to consumers and their stakeholders
* Work with consumers and their stakeholders
* Involve consumers and their stakeholders
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| **OUR VALUES** |
| * Teamwork
* Positive
* Acceptance
* Dedication
* Respect
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|  **YOUR ROLE & PURPOSE** |
| The Registered Nurse is responsible for providing essential staff supervision, mentoring, development and delegation to ensure the delivery of appropriate, effective and safe care to our residents in-line with their individualised care plans. The purpose of the Registered Nurse is to ensure the highest standard of care is provided across our resident facility, adhering to legal, ethical and industry compliance standards.  |
| **REPORTING TO** |
| Director of Clinical Services  |
| **KEY INTERNAL RELATIONSHIPS** |
|  All Nursing and Care Staff Administration Staff Residents Medical Professionals  Executive Team |
| **KEY EXTERNAL RELATIONSHIPS** |
|  Family Members  Service Providers Consultants  General Public  |
| **ORGANISATIONAL CHART** |
|  |
| **FOR THE JOB** |
| **CAN DO (Knowledge, skill, ability)** |
| * Current registration with the AHPRA
* Gerontic Nursing Qualifications or equivalent
* Strong clinical skill set in Aged Care setting
* Superior knowledge of Aged Care Documentation requirements
* High-level understanding of Workplace Health & Safety issues or risks
* Skills and experience in planning, implementing and evaluating high-quality nursing care
* Experience and knowledge in working under the relevant Aged Care legislative requirements
* Demonstrated skills and knowledge of the Aged Care Funding Instrument
* An understanding of the Aged Care Accreditation Agency process for Aged Care Facilities
* Current National Police Check and/or NDIS check
* Required Vaccinations under legislation

**Desirable*** LeeCare software experience
* Understanding of budgetary requirements
* Leadership capabilities
* Knowledge of health issues relevant to the elderly
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| **WILL DO (values, motivation, personality)** |
| * Passion for the caring industry and delivering person-centred care
* Rapport and relationship focused, with the ability to build strong relationships with others, including our Residents and their families
* True collaborator with a passion for building and empowering teams to do their best work everyday
* Contribute to and drive a collaborative, positive team culture and a supportive team environment
* Respectful, open, and transparent with a commitment to workplace equality, diversity, and inclusion.
* Embody a solutions-driven mindset
* Listen and involve residents, team members, and families in all aspects of service delivery
* Be energised and motivated in your uncompromised delivery of highly skilled resident care with a strong strong attention to attention to detail
* Ability to work within, and contribute to, the Mission, Vision, and Values of Finley Regional Care
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| **ROLES AND RESPONSIBILITIES**  |
| **SERVICE DELIVERY** |
| * Practice, comply and maintain up-to-date knowledge of the Nursing Professions Code of Ethics and legislation under the direction of the Director of Clinical Services.
* Responsible for the development, evaluation, and implementation of individualised resident care plans
* Supervising, leading, and mentoring Enrolled Nurses, Team Leaders, and Care Services Employees in daily tasks and duties through upskilling and knowledge sharing
* Work autonomously to complete daily task lists, or others as required
* Completing and ensuring that documentation (including clinical notes and care plans) is completed in a timely manner

is updated each shift, and meets all clinical, legal, and funding requirements.* Recognise, report, and respond appropriately to changes in the health of residents
* Maintain clear lines of communication with all stakeholders of Finley Regional Care
* Maintain resident and family personal information confidentiality
* Support, assist and implement Aged Care Standards and Accreditation Agency processes as required
* In the absence of Director of Clinical Services, monitor and adjust shift-related staffing requirements through Humanforce according to rostering practice and changes in workload
* Monitor and manage the performance of staff by accurately and appropriately identifying areas of improvement, training, and upskilling through annual performance appraisals and set goals for relevant staff.
* Ability to assist and provide feedback regarding the development of budgets, processes, procedures, and policies within the organisation.
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|  **FOR THE JOB** |
| * Attend, complete and actively participate in activities, meetings and training as required
* Contribute to and maintain a positive safe workplace for all
* Support and comply with Finley Regional Care’s organisational policies and procedures
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I hereby understand the requirements of the position and will fulfill the obligations required of the tasks, responsibilities, and needs of Finley Regional Care.

Name: Date:

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_