

**Victorian Aboriginal Health Service
VAHS**

POSITION DESCRIPTION

POSITION TITLE	Home Visiting Nurse – The Australian Nurse Family Partnership (ANFP)
ACCOUNTABLE TO	Women's & Children's Program Manager
REPORTS TO	ANFP Nurse Supervisor
EMPLOYMENT TYPE	Full time 3 years subject to ongoing funding
POSITION SCOPE	<p>The ANFP Home Visiting Nurse is responsible for providing comprehensive community health nursing services to indigenous women and their families identified for the ANFP Program. The Home Visiting begins during the antenatal period and continues until the child is 2 years old. The Home Visiting Nurse is responsible for maintaining the highest standards in clinical nursing practice and adherence to the ANFP model, and to policies and procedures, guidelines and standards of ANFP and of the Primary Health Care Service. The Home Visiting Nurse reports to the ANFP Nurse Supervisor and will be part of the Home Visiting Team</p> <p>The Australian Nurse – Family Partnership (NFP) Program</p> <p>The Australian Nurse Family Partnership Program (ANFP) will commence at three selected Primary Health Care Services in Australia. VAHS has been selected as one of the Services. The ANFP Program is based on a model program developed in the United States and will closely follow that program.</p> <p>Further information on the Nurse Family Partnership Program can be found at the following website:</p> <p>www.nursefamilypartnership.org</p>
ORGANISATIONAL VALUES	<ul style="list-style-type: none"> • Professional Integrity <i>We treat all our people with dignity and respect</i> • Quality <i>We always strive to do our best and improve the way we do things</i> • Collaborative Relationships <i>We work together to achieve better results</i> • Responsibility <i>We commit to the actions we take to achieve the best possible outcomes for our clients</i> • Client Focus <i>We work toward improving the health and wellbeing of our</i>

<p>KEY ACCOUNTABILITIES</p>	<p><i>clients and community</i></p> <p>1. ANFP Requirements The position is required to adhere to the ANFP program</p> <p>2. Service Delivery The position is required to provide clinical home based visiting to eligible mothers and families</p> <p>3. Professional Development and Education The position is required to undertake ongoing development and education as per the ANFP training modules.</p> <p>4. General Duties The position is required to undertake a range of general duties relevant to the position and as required</p> <p>5. Mandatory Requirements</p>
<p>KEY RESPONSIBILITIES</p>	<p>1. ANFP Requirements</p> <ul style="list-style-type: none"> • Provide Home visits to women and their families eligible for the ANFP Program • Adhere to the ANFP model of home visitation • Carry a case load of up to 25 clients • Support policies, procedures, guidelines and standards of ANFP and the lead agency • Promote public awareness of ANFP program services and approaches • Understand, support and coach others in the ANFP model and positively represent the ANFP vision, mission and model in actions and verbally to both internal and external customers and colleagues • Meet with the ANFP Nurse Supervisor for clinical supervision, utilize reflective practice in supervisory sessions and regularly schedule joint visits with ANFP Nurse supervisor • Participate in quality improvement efforts, including maintenance of timely and accurate service data for input to information management systems, cooperation in the analysis and review of CIS reports to identify achievements and areas for improvement • Actively participate in creating a safe and affirming work environment that promotes productivity, mentoring teamwork and cooperation, including recognizing accomplishments of team members, considering differing viewpoints when analysing issues and problem solving, seeking and responding appropriately to feedback <p>2. Service Delivery</p> <ul style="list-style-type: none"> • Develop therapeutic relationships with women and their families in a home visiting environment • Perform home visiting in accordance with the ANFP model and guidelines • Assess physical, emotional, social and environmental needs of women and their families as they relate to the ANFP domains • Assist in the development of education, support and referral resources and make use of these to assist clients and their families in reaching their goals

<p>KEY SELECTION CRITERIA</p>	<ul style="list-style-type: none"> • Develop and maintain professional relationships to support client referrals, and remain informed of emerging developments to provide safe quality nurse home visiting services. <p>3. Professional Development and Education</p> <ul style="list-style-type: none"> • Participate in professional development activities (including staff meetings and case conferences) in conjunction with other VAHS ANFP team members and with employees of ANFP services throughout Australia • Actively engage in training and skills development forums to complete all required ANFP education, including NCAST, PIPE, MI etc.. to meet all ANFP Nurse Home Visitor competencies • Accurately assess own learning needs and develop strategies to meet them. Motivated to utilise computer for long distance learning <p>4. General Duties</p> <ul style="list-style-type: none"> • Maintain appropriate records of activity and progress • Prioritise tasks to a level of importance and work on multiple issues at the same time • Maintain staff and client confidentiality at all times • To understand and promote the philosophy of the Victorian Aboriginal Health Service • Undertake other duties, which are incidental and peripheral to the main tasks, provided that such duties are reasonable within the employee's competence and training <p>5. Mandatory Requirements</p> <ul style="list-style-type: none"> • Observe the safe working practices you have been trained in, as far as you are able, protect your own and others' health and safety. • Participate in general staff meetings • Act at all times in a professional manner in accordance with the policies and practices of the Victorian Aboriginal Health Service • All VAHS employees must comply with the code of conduct as articulated in the VAHS Policies and Procedures <p>Understanding of and Commitment to the Aboriginal community.</p> <p>Essential Criteria:</p> <ul style="list-style-type: none"> • A Registered Nurse in the State of Victoria or eligible for registration • At least two years recent experience working in community health services or other nursing related roles • Demonstrated understanding of issues pertaining to Aboriginal primary health care • Understanding of issues facing Aboriginal families in a urban environment • Demonstrated Home visiting experience
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<p>CONDITIONS OF APPOINTMENT.</p>	<ul style="list-style-type: none">• Demonstrated ability to work independently and within a multi-disciplinary team, to deal with client matters of a sensitive and confidential nature and to respond to competing organizational demands.• Knowledge and commitment to occupational health & safety legislation• Demonstrated ability to communicate effectively with women, their families and the Aboriginal Community• Commitment to ongoing professional development <p>A current Victorian Drivers Licence is mandatory</p> <p>A Victorian Working with Children Check is required</p> <p>Nurses (Victorian Health Services) Award 2000 Grade 3B – 4 depending on experience</p> <p><i>Remuneration will be in accordance with industry standards</i></p> <p>Performance KPI'S will be set on commencement with a review conducted annually.</p> <p>Salary packaging benefits are available</p> <p>VAHS operate a smoke free environment.</p>
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I acknowledge and agree that the above job description is a true and accurate description of my current role.

Signature: _____

Date: _____