



## POSITION DESCRIPTION



<b>Position Title:</b>	<b>CLINICAL NURSE CONSULTANT</b>		
<b>Industrial Instrument:</b>	Eastern Palliative Care Association Incorporated and Australian Nursing and Midwifery Federation Nurses Enterprise Agreement 2024	<b>Department:</b>	Nursing & Medical Services
<b>Responsible To:</b>	General Manager, Nursing & Medical Services	<b>Hours of Duty:</b>	As per contract
<b>Performance Appraisal:</b>	Regularly during the first six months and then annually at the anniversary of commencement		<b>Page 1 of 5</b>

*Eastern Palliative Care Ltd. (EPC) delivers home-based care services to the eastern region of the Greater Melbourne area within a value based health care framework.*

*All staff and volunteers of EPC must demonstrate a commitment to our Code of Ethics, Code of Conduct and a willingness to work within the organisational Purpose and Values.*

**Our Purpose:**

*Our clients live with the best quality of life, before dying in their place of choice.*

*Our clients, their families and carers are supported according to their needs and choices.*

*Our resources are managed wisely and sustainably to provide value for the community.*

**Our External Values:**

**Compassion** - Empathy for others in their end of life experience by listening, accepting and actively responding to their needs

**Dignity** - Upholding the unique personality, situation, and choices of people, valuing their lives in the face of death, and respecting their rights.

**Excellence** - Delivering evidence-based quality care, underpinned by ethical practice, research and leadership.

**Empowerment** - Building trust with people, that puts them at the centre of decision-making and enables control and choices

**Our Internal Values:**

**Compassion**

*I contribute to being part of a respectful workplace with a culture of supporting and caring for each other, as teams and colleagues.*

**Dignity**

*I value everyone's contribution and am able to have difficult conversations that show respect for and acceptance of our differences.*

**Excellence**

*I help support a culture of continuous improvement within the organisation at every level, including having a positive attitude, and an appetite to learn and grow.*

**Empowerment**

*I value other people's opinions. I practise timely two-way communication that aims for clarity and honesty to encourage a culture of trust and transparency. I take opportunities to be involved with planning and strategizing, to help myself and my team perform at our best.*

**Equity and Access:** EPC is committed to equal opportunity, social justice, cultural diversity, and social inclusion in community based palliative care. We recognise the value of diversity amongst staff and clients, and we aim to create an inclusive work and healthcare environment free from discrimination and harassment. We also respect that different cultures, rights and practices exist within the community.



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### CLINICAL NURSE CONSULTANT

*As a senior member of staff and part of the wider Leadership Team, the Clinical Nurse Consultant (CNC) will provide leadership and management of staff, standardisation of practice and mentoring to staff in palliative care. The Leadership Team is responsible for contributing to and implementing innovation and change as we progress our Value Based Health Care Strategy.*

#### Essential Education Qualifications/Competencies:

- Holds a qualification required for working in the palliative care service such as a Post-Graduate Qualification in Palliative Care Nursing and/or a minimum of 5 years working in community palliative care.
- Leadership experience is highly desired.
- Excellent communication, problem solving and decision-making skills.
- Energised by opportunities to introduce new processes and innovation.
- Competency with common computer applications.
- Current Victorian Registration as a Division 1 Nurse.
- Current Victorian driver's licence, good driving record and willingness to use own vehicle in line with EPC Process Map 1761 – Motor Vehicle Use Of.

#### Desirable Qualifications/Competencies:

- Certificate IV Workplace Training.
- Experienced in developing and directing and delivering new projects.

#### Key Results Areas:

1. Demonstrates a commitment to quality, continuous improvement, occupational health and safety and risk management.
2. Demonstrated ability to collaborate and contribute to the EPC broader leadership team, developing, implementing and evaluating innovative value based health care projects.
3. Communicates effectively, builds relationships, and manages workload efficiently using a focus on continuous improvement.
4. Demonstrated ability to provide clinical expertise, perform client work, lead, manage, and mentor staff with a focus on organisational values.
5. Utilise culturally appropriate communication and strategies.

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<b>Key Result Area 1</b>	<b>Demonstrates a commitment to quality, safety and risk management</b>
	<ol style="list-style-type: none"> <li>1.1 Takes responsibility for own health and safety and that of others who may be affected by workplace conduct.</li> <li>1.2 Ensure all incidents including near misses are reported as soon as practicable in Helpmaster.</li> <li>1.3 Actively participate in meetings to discuss risk management and other health and safety initiatives and completes all mandatory training and competencies.</li> <li>1.4 Engage and foster evidence based best practice and continuous quality improvement processes, including but not limited to value based healthcare.</li> </ol>
<b>Key Result Area 2</b>	<b>Demonstrated ability to collaborate and contribute to the EPC broader leadership team, developing, implementing and evaluating innovative value based health care projects.</b>
	<ol style="list-style-type: none"> <li>2.1 Ensure that all practices are aligned with the Purpose and Values of the organisation.</li> <li>2.2 Foster an organisational wide approach to achieve standardised clinical best practice.</li> <li>2.3 Participate and support team members in opportunities for research projects as appropriate.</li> <li>2.4 Exhibit a high level of skill in communication, problem solving and decision making with internal and external stakeholders.</li> <li>2.5 Uses and embraces available technology to provide care and to support internal and external communication with a view to achieving value based healthcare outcomes.</li> <li>2.6 Acts to promote the philosophy of community palliative care within the organisation and externally.</li> <li>2.7 Work with the direction of the executive team to contribute and provide leadership in the achievement of organisation objectives, including the development of new service initiatives and on-going service review and development.</li> </ol>
<b>Key Result Area 3</b>	<b>Communicates effectively, builds relationships, and manages workload efficiently using a focus on continuous improvement</b>
	<ol style="list-style-type: none"> <li>3.1 Act as a role model by always upholding a high standard of behaviour.</li> <li>3.2 Ability to coach and support staff through operational and change initiatives in a positive and professional manner, dealing with conflict in a professional manner as needed.</li> <li>3.3 Work collaboratively with the Clinical Education team in the development, assessment, and achievement of standardised Clinical Competencies for the nursing staff.</li> <li>3.4 Coordinate and lead a multidisciplinary team via a Case Conference when complex or safety issues are identified including documenting and reviewing plans of action until the issue is resolved.</li> </ol>

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	3.5 Monitor client demand in line with workforce capability to maintain organisational key performance indicators. 3.6 Demonstrate active pursuit of personal professional development which includes supervision. 3.7 Work across teams as needed.
<b>Key Result Area 4</b>	<b>Demonstrated ability to provide clinical expertise, perform client work, lead, manage, and mentor staff with a focus on organisational values</b>
	4.1 Participate in the orientation and mentoring of new team members. 4.2 Provide high quality, compassionate, contemporary, and timely care to clients, leading by example, and using available data for improvements to care. 4.3 Facilitate individual development by working with team members in assessment and care planning of complex client related issues. 4.4 Encourage and facilitate individual development of team members, providing support and professional development opportunities across the nursing teams. 4.5 Willingness to work across teams. 4.6 Undertake rostering and performance management for team members which includes regular performance appraisals. 4.7 Work with Manager, People and Communications to ensure that there are sound human resource and industrial relations practices.
<b>Key Result Area 5</b>	<b>Utilise culturally appropriate communication and strategies</b>
	5.1 Demonstrates a positive regard for all cultures. 5.2 Responds to others in a non-judgmental and non-evaluating manner. 5.3 Demonstrates the ability to adapt clinical interventions to meet specific cultural needs as appropriate.

Date reviewed: May 2025