

Position Description

Position Title	Associate Nurse Unit Manager (ANUM)		
Division	Clinical Operations		
Classification	Associate Nurse Unit Manager (ANUM) YW11 – YW12	Employment Status	
Position reports to	Nurse Unit Manager		
Location	The Royal Children's Hospital, Flemington Road, Parkville		
Roster Expectations	To be discussed at interview		

The Royal Children's Hospital

The Royal Children's Hospital (RCH) in Melbourne is a leading provider of specialist public health services for children and adolescents and is the major specialist paediatric hospital in Victoria, caring for children from Tasmania and southern New South Wales as well as other states around Australia and overseas.

With a staff of over 4,500 and an annual operating budget of over \$500M RCH has an international reputation as a centre of clinical excellence and is a state-wide teaching, training and research hospital providing tertiary, secondary and primary infant, child and adolescent health services.

RCH has a variety of research and academic partners including the Murdoch Children's Research Institute (MCRI), and the University of Melbourne and other tertiary institutions for teaching medical and nursing students and for postgraduate study and medical research as well as a number of community based partners.

Further information on RCH is available at www.rch.org.au

ROLE PURPOSE

Delegated responsibility from the Nurse Unit Manager to provide management and leadership to staff, ensuring clinical practice is consistent with RCH expectations of Great Care and Australian Nurses and Midwifery Council standards. During shifts is responsible for the delivery of comprehensive, safe and evidence-based nursing practice to facilitate optimal health outcomes for all patients.

KEY ACCOUNTABILITIES

It is an expectation that ANUM work under the delegation of and in conjunction with NUM to meet the following standards

Direct Comprehensive Care

- Clinical competence: Provides and ensures clinical nursing is delivered competently with the goal for excellence in nursing care.
- Zero harm, patient safety: Acts to ensure; zero harm and safety for all patients, and promotes the rights of the child.

Support of Systems

- Timely access: Contributes to efficient patient flow through the RCH to ensure the right patient receives the right care in the right place at the right time.
- Zero harm, safe environment: Anticipates and provides a safe and zero harm environment to all staff, patients and families.
- Sustainable healthcare: Contributes to sustainable healthcare by efficiently managing resources for present and future demand.
- People management: Conducts and maintains a professional safe team culture.
- Standards: Practices in accordance with legislation affecting nursing practice.

Education and professional development

- Staff development: Maintains an environment that enables continuing professional development for self and nursing staff.

- Staff education: Supports all staff to access regular, ongoing relevant general and specialist educational opportunities.

Research and Quality

- Continuous improvement: Actively participates in and leads continuous improvement in the ward/unit.
- Positive experience, zero harm: Leads systems that promote and advocate a safe, supportive environment for patients, families and staff.
- Evidence based practice: Practices within an evidence based framework to ensure best practice is delivered.

Professional Leadership

- Being present: Is accessible and identifiable to all staff, patients and their families as the operational manager/leader of the shift.
- Interaction: Communicates professionally and effectively with the multidisciplinary team, patients and families.
- Guidance: Provides guidance, leadership, mentoring and support to all staff to assist them reaching their full potential.
- Contribution: Contributes to the team and The RCH in the delivery of Great Care.

QUALIFICATIONS AND EXPERIENCE

- Nursing registration with the Australian Health Practitioner Regulation Agency (AHPRA).
- Post Graduate qualification in the area of practice is desirable.
- Previous paediatric experience is highly regarded.
- Evidence of on-going professional development as reflected in Professional Practice Portfolio.

KEY SELECTION CRITERIA

To be successful in the role of ANUM, you will be able to demonstrate:

- Ability to meet key accountabilities
- Commitment to ensuring safe, quality care for all patients and their families
- Well-developed leadership skills.
- Strong interpersonal and communication skills both written and verbal.
- Demonstrated ability to work effectively within a multidisciplinary team and autonomously.
- Well-developed time management and organisational skills.
- Ability to work well under pressure and be flexible to changing priorities.

IMPORTANT INFORMATION

All employees are required to adhere to the Royal Children's Hospital Values:

- Unity - We work as a team and in partnership with our communities.
- Respect - We respect the rights of all and treat people the way we would like them to treat us.
- Integrity - We believe that how we work is as important as the work we do.
- Excellence - We are committed to achieving our goals and improving outcomes.

Potential employees will be required to undertake a National Criminal Record Check and a Working With Children Check.

QUALITY, SAFETY AND IMPROVEMENT

RCH Employees are required to:

- Act in accordance and comply with all relevant Safety and Quality policies and procedures.
- Participate in and contribute to quality improvement programs and commit to RCH Values.
- Comply with the Requirements of the National Safety & Quality Health Service Standards.
- Comply with all relevant clinical and/or competency standards.
- Comply with the principles of Patient and Family Centred Care that relate to this position.

Position Description Last Updated

16th May 2016