

Position Description

Position title	Deputy Nurse Unit Manager - Newborn Intensive Care
Department / Division	Newborn Intensive Care / Critical Care
Classification	NURSE UNIT MANAGER LEVEL 2 NM 3 (NM11)
Position reports to	Operational: Nurse Unit Manager, Neonatal Intensive Care Nursing Professional: Director Clinical Operations, Critical Care
No. of direct & indirect reports	n/a
Location	The Royal Children's Hospital, Flemington Road, Parkville
Risk category	Category A - works in a direct patient contact role and has or potential to have exposure to blood or body fluids.

<p>The Royal Children's Hospital</p> <p>The Royal Children's Hospital's (RCH) vision is A world where all kids thrive.</p> <p>RCH is located within the Melbourne Biomedical Precinct, with more than 45 world-class biomedical organisations and more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region for health, education, research, and training. Within this, RCH is also a cornerstone member of the Melbourne Children's Campus, partnering with Murdoch Children's Research Institute, The University of Melbourne Department of Paediatrics and The Royal Children's Hospital Foundation. Each organisation contributes to a paediatric academic health centre which is greater than the sum of its parts.</p> <p>RCH has cared for the children and young people of Victoria for more than 150 years since it was founded in 1870. A full range of paediatric and adolescent health services are provided plus tertiary and quaternary care for the most critically ill and medically complex patients in Victoria, Tasmania, southern NSW and other states around Australia and overseas. The RCH is the only provider of heart transplant services and CAR T-cell therapy for paediatrics in Australia. RCH is an effective advocate for patients and their families with a particular focus on vulnerable children and increasingly, mental health in young people. The hospital also supports many health promotion and prevention programs. The Hospital has more than 6,000 staff, a budget of \$850M, 12 wards and 350 beds. Annually, the RCH has 300,000+ Specialist Clinic appointments, 90,000+ Emergency Department presentations and 20,000 elective surgeries.</p> <p>We work collaboratively with hospitals to deliver the right care, in the right place, at the right time. The RCH is committed to the Child Safe Standards https://www.rch.org.au/quality/child-safety/.</p> <p>RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.</p> <p>Further information on RCH is available at www.rch.org.au</p>
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<p>ROLE CONTEXT</p> <p>The Newborn Intensive Care Unit (NICU) provides care to patients from Melbourne, regional Victoria, southern New South Wales, and Tasmania. The NICU provides care for up to 850 neonatal patients with a wide range of complex medical and surgical conditions each year.</p>
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ROLE PURPOSE

In partnership with the Nurse Unit Manager (NUM), the Deputy Nurse Unit Manager (DNUM) will provide management of, and clinical leadership to, staff within the NICU. They are responsible for ensuring the delivery of exceptional patient and family care that aligns with the standards set by the Royal Childrens Hospital and the Nursing and Midwifery Board of Australia. This involves implementing comprehensive, safe, and evidenced based nursing practices that contribute to optimal child and family health outcomes.

This role has the responsibility for the clinical operational requirements of the NICU, and partnership with the Nurse Unit Manager to foster a positive, supportive, and reflective culture to drive nursing performance, opportunity and career progression.

KEY ACCOUNTABILITIES

Clinical Care

- Manage the day-to-day clinical operations of the department to achieve key performance measures within a framework of continuous improvement, quality, and risk management.
- In collaboration with the NUM and Medical Directors, contribute to the achievement of the RCH Access Targets, and implementation of initiatives that support patient flow improvements.
- In collaboration with the NUM, Clinical Nurse Consultant, Medical Head of Department, and Medical Quality Lead, the DNUM will ensure ongoing preparedness for Accreditation.
- Act as a resource and advocate for patients and families addressing concerns related to their clinical pathway within the department
- Maintain quality standards and excellence in clinical outcomes through evidence-based practice, research, education, and partnerships with internal and external stakeholders.

Support of Systems

- Ensure effective, management of staff rosters and allocation of resources including both planned and unplanned leave.
- Management of all HR systems for onboarding of new staff and in collaboration with education team ensuring smooth orientation process.
- Provide regular and timely communication to all stakeholders about unit/ward operations and nursing workforce issues and initiatives.
- Implementation of identified workforce strategies that will inform changes to model of care, including ongoing strategies to support retention and recruitment in collaboration with the NUM.
- Maintain quality and integrity of nursing team by ensuring competence and adherence to regulatory requirements, this includes annual performance review of staff, credentials, and with the nursing education team ensuring scope of practice.
- Leading supervision and delegation knowledge and workflows for the RUSON workforce.

Education

- Regular performance evaluations to provide constructive feedback and identify opportunities for professional growth and development of nurses within the team.
- Collaborates with the Nursing Education team to maintain and promote the nursing competency framework.
- Supports and promotes continuing education and professional development opportunities.
- Foster a culture of mentorship and encourage staff members to seek mentorship relationships.

- Leadership and advocacy for staff wellbeing initiatives and access to the department clinical psychologist in partnership with the NUM.

Research

- Leads and supports clinical inquiry by the nursing team and the translation of evidence into practice.
- Foster a culture of continuous quality improvement and builds capabilities within the team to recognise and undertake improvement opportunities.
- Maintain currency of nursing research, best practice, and industry trends.
- Participation and contribution to relevant organisational and divisional committees.

Professional Leadership

- Promote and develop a dynamic, flexible, resilient, and skilled workforce through effective staff management and professional development opportunities/ career progression opportunities.
- Provide strong leadership, guidance, and support to the nursing team, promoting a positive and collaborative culture.
- Provide teamwork, collaboration and ensure effective communication amongst the team encouraging a supportive and respectful work environment in line with the RCH Compact where it is also safe to speak up.
- Participation in NUM Mentorship as a formal process of reflective practice and support to enable ongoing professional development.

QUALIFICATIONS AND EXPERIENCE

Essential:

- Current registration as a Registered Nurse with the Nursing and Midwifery Board of Australia (NMBA) administered through the Australian Health Practitioner Regulation Agency (APHRA).
- Demonstrated commitment to ongoing personal and professional development, as evidenced in a Continuing Professional Development (CPD) record/Professional Practice Portfolio (PPP).
- Post Graduate qualifications or working towards gaining, in a relevant field.
- Previous management experience or commitment to undertaking further studies in management and leadership studies.

Desirable:

- Previous experience in neonatal or paediatric nursing.
- Nursing Practice in a NICU or other Critical Care Department.

KEY SELECTION CRITERIA

- Demonstrated leadership skills including the ability to effectively motivate and collaborate with the multidisciplinary team.
- Knowledge of Australian Commission on Safety and Quality National standards and how they apply within the NICU.
- Excellent communication skills, both verbal and written, to effectively interact with staff, patients, families, and other healthcare professionals.
- Proven ability to lead and influence others, delegate tasks, and promote teamwork and staff engagement.
- Flexibility and adaptability to respond to changing situations and demands within the NICU.

OTHER REQUIREMENTS

- Employees are required to undertake a National Criminal Record Check and a Working with Children Check prior to commencing employment.
- Employees are required to maintain a valid Working with Children Check throughout their employment.
- A current, full driver's licence for the State of Victoria which is appropriate for the type of vehicle being driven, and comply with any restrictions on their licence (e.g. wearing glasses) while undertaking hospital duties (If applicable)
- Employees are required to maintain compliance with RCHs "Staff Immunisation - Prevention of Vaccine Preventable Diseases" procedure.

IMPORTANT INFORMATION

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

- Curious - We are creative, playful and collaborative.
- Courageous - We pursue our goals with determination, ambition and confidence.
- Inclusive - We embrace diversity, communicate well, build connections and celebrate our successes together.
- Kind - We are generous, warm and understanding.

RCH COMPACT

All new and existing employees commit to the RCH Compact to contribute to a strong and respectful culture.

- We do better work caring for children and families when we also care for each other.
- I bring a positive attitude to work – I share, I laugh, I enjoy other's company.
- I take responsibility for my behaviour and its impact on others.
- I am curious and seek out ways to constantly learn and improve.
- I celebrate the good stuff, the small stuff, the big stuff – it all matters.
- I speak up when things aren't right.
- I value the many different roles it takes to deliver great patient care.
- I actively listen because I want to understand others and make better decisions.
- I am inclusive and value diversity.
- When it comes to teamwork, I don't hold back – I'm all in.

QUALITY, SAFETY AND IMPROVEMENT

RCH employees have a responsibility and accountability to contribute to the organisation's commitment to Quality, Safety and Improvement by:

- Acting in accordance and complying with all relevant Safety and Quality policies and procedures.
- Identifying risks, reporting and being actively involved in risk mitigation strategies.
- Participating in and actively contributing to quality improvement programs.
- Complying with the requirements of the National Safety & Quality Health Service Standards.
- Complying with all relevant clinical and/or competency standards.
- Complying with the principles of Patient and Family Centred Care that relate to this position.



The RCH is committed to a diverse and inclusive workforce. We encourage applications from Aboriginal and Torres Strait Islander people, people from culturally and/or linguistically diverse backgrounds, all members of the LGBTQI community and people with disability.

Position description last updated	May 2024
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