



POSITION DESCRIPTION

POSITION DETAILS			
Position Title:	Clinical Nurse Manager		
Agreement:	The District Nursing Service Nurses Agreement 2020		
Approved By:	Interim Chief Executive Officer	Approved Date:	23 rd November 2021

POSITION OBJECTIVE
<p>The Clinical Nurse Manager plays a key supporting role to the Clinical Services Manager, with a focus on clinical leadership and ensuring a high standard of consumer care, staff management and continuous quality improvement.</p>

POSITION RESPONSIBILITIES	
Key Work Activities	Work Performance Requirements
Leadership	<ul style="list-style-type: none"> ▪ Provide leadership and direction to TDN's Nursing team members in the delivery of clinical care. ▪ Promote and monitor effective communication to key stakeholders as part of consumer clinical care. ▪ Ensure a high standard of evidence based clinical practice within the Nursing Team.
Staff Management	<ul style="list-style-type: none"> ▪ In collaboration with the rostering and scheduling team, ensure the nursing workforce coverage is productive, consistent, and cost controlled. ▪ Implements, coordinates, and monitors the performance and development needs of nursing team members. ▪ Implement cost effective workforce management strategies. ▪ Foster a fair, respectful, and safe working environment.
Change Management	<ul style="list-style-type: none"> ▪ Promotes a professional focus and environment conducive to innovation and change.
Continuous Quality Improvement	<ul style="list-style-type: none"> ▪ Monitor and evaluate clinical outcome measures and ensure clinical documentation reflects nursing interventions and consumer progress. ▪ Ensure a high standard of evidence-based practice is a consistent standard shared by all members of the nursing team. ▪ Monitor and evaluate consumer care policies and procedures, including risk management and quality improvement. ▪ Foster an environment conducive to promoting 'reflective practice' thus ensuring that care delivered is of the highest standard.

Other	<ul style="list-style-type: none"> Other duties as required in accordance with strategic and operational objectives, workload priorities and performance management plans.
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ORGANISATIONAL RELATIONSHIPS

Reports To:	Clinical Services Manager
Supervises:	Registered & Enrolled Nurses
Key Working Relationships with:	Management Team

QUALIFICATIONS AND COMPETENCIES

ESSENTIAL REQUIREMENTS:	<ul style="list-style-type: none"> Unrestricted AHPRA registration National Police Check Covid-19 vaccination
DESIRABLE REQUIREMENTS:	<ul style="list-style-type: none"> Minimum 3 years experience in a management/supervisory role

SELECTION CRITERIA

1. Demonstrated skills and experience in senior level clinical nursing practice.
2. Demonstrated leadership skills with the ability to enhance staff performance, organise and manage change.
3. Demonstrated resource management skills maximising cost efficiencies.
4. Knowledge of legislation, policy and contemporary clinical care practice as relevant to nursing.
5. Demonstrated experience in continuous quality improvement initiatives and activities.
6. Demonstrated high level communication (written and verbal) and interpersonal skills.

PHYSICAL REQUIREMENTS

Applicants must successfully complete an Occupational Health Assessment prior to commencing employment at The District Nurses. Employees have an obligation to report any deviation from the assessed results during the course of their employment. Inability to functionally perform the duties as stated in this position description may result in termination of employment as you may be deemed unfit for duty.

The Functional requirements of this position include:

Condition/Activity	Constant	Frequent	Occasional	N/A
Manual Handling – Weights above 10kg			X	
Manual Handling – Weights below 10kg			X	
Manual Handling frequency			X	
Repetitive manual work			X	
Working with arms above head				X
Lifting above shoulder height				X
Using hand tools – (powered)				X
Wearing hearing protection				X
Wearing eye protection			X	

Wearing gloves (personal protective)			X	
Working in wet/slippy conditions				X
Working with chemicals/solvent/detergents				X
Washing hands with soap			X	
Working in confined places				X
Performing clerical/administrative duties		X		
Working on a keyboard		X		
Driving fleet vehicles (manual and automatic)			X	
Driving on suburban and rural roads, highways (sealed and unsealed roads)				X
Driving at night				X
Wearing polyester clothing				X
Exposure to animals				X
Exposure to environments whereby people have been smoking				X

EMPLOYEE DECLARATION

In signing this declaration I acknowledge that I, _____ have been advised of the requirements and conditions of this appointment based on this Position Description.

Signature

Date

MANAGER COMPLETION

Signature

Date

Name

Position