

**POSITION DESCRIPTION: Clinical Nurse Consultant**

**INTRODUCTION TO TWEDDLE SERVICES:**

Tweddle is public hospital providing statewide services and its main offices are located in Footscray. It offers a range of specialist early parenting programs to families who are experiencing difficulties with parenting their children up to school age.

Programs include residential, day long and sessional groups delivered at Tweddle or in local communities, collaboratively with local government, community organisations or health services. Staff may be required to work across programs and in various locations.

Tweddle is a Child Safe Organisation.

**POSITION SUMMARY:**

Reports to: Residential Service Unit Manager

The role is responsible for providing expert clinical practice support and education for implementation of theory and research into contemporary practice for clinical staff working across all programs. The role will assist all new and existing clinical staff to enhance their level of competency (i.e. RN or EPP) and will conduct ongoing analysis of needs for the purpose of targeting professional development and providing relevant education programs and support to clinical staff.

The role will provide and support the Program Managers in the delivery of evidence informed, therapeutic models of care in an efficient and effective manner and in accordance with funding requirements. The role will contribute to supporting Registered Nurses and/or Early Parenting Practitioners in the delivery of parenting services to families with an emphasis on early childhood development and parental wellbeing.

The Clinical Nurse Consultant ensures the effective and efficient utilisation of resources for the provision and delivery of high quality parenting services to families and delivery of early parenting programs that meet staff, client and stakeholder objectives.

**KEY SELECTION CRITERIA:**

**Mandatory:** Tertiary Qualifications in Maternal and Child Health Nursing.  
Experience in working with families who have multiple and complex issues including relationship difficulties.  
Strong clinical knowledge, in particular, contemporary early parenting practices, and an understanding of infant mental health and attachment

**Desirable:** Understanding of working within the DHHS Best Interest Practice Framework  
Established experience in working in partnership with families  
An understanding of, or ability to identify, the range of services available in the community sector to support families  
Experience in staff supervision

**KEY RESPONSIBILITIES:**

Position Responsibilities & Duties		Measurable Outcomes
Clinical Role	<p>Act as a role model and expert clinician in “thought leadership” across child and family health nursing. Contribute to the development and management of clinical processes to enhance innovative child and family health care provision</p> <p>Incorporate contemporary nursing care practices utilising an evidence-informed approach, which encourages creativity, curiosity, critical thinking and effective practice. Initiate, conduct and disseminate the findings of research in child and family health. Actively participate in and collaborate on research and quality improvement projects pertaining to Tweddle.</p> <p>Lead and support staff to work with families from diverse backgrounds in a respectful, culturally sensitive and in a gender inclusive manner , recognising different parenting practices and the need for a flexible and innovative approach to parenting support.</p> <p>Form effective partnerships and support the clinical work of staff with families within a multidisciplinary team to build the capacity of staff to support parents to meet the child’s health, safety and developmental needs, and to build self-resilience through linkages to community and health supports to meet complex family needs and circumstances.</p> <p>Provide secondary consultations to support the direct work of clinical staff in the delivery of evidence based programs, using a trauma lens to identify issues of risk and protection.</p> <p>Provide advocacy to promote the voice of the infant through all service interactions.</p>	<p>Demonstrates ability to work in collaboration with the clinical team and other professionals to support the development of care and discharge plans and interventions that best meet the individual needs of families.</p> <p>Demonstrates ability to facilitate implementation of evidence informed contemporary practice whilst fostering creativity, curiosity and critical thinking</p> <p>Demonstrates a commitment to culturally sensitive, gender inclusive practices and to maintaining cultural competence. Evidence of leading and supporting practice approaches that demonstrate innovation and flexibility to ensure sensitivity to individual cultural needs where this does not compromise child safety.</p> <p>Demonstrates an understanding of the principles of the Family Partnership Model and working from a strengths based approach with families. This includes evidence of supporting staff in developing care plans and interventions that are tailored to meet the specific needs of the child and their family, identification of appropriate referral pathways to services within the broader community.</p> <p>Evidence of secondary consultations with staff that demonstrate an understanding of evidenced based knowledge of parent/child attachment and other early parenting issues which may influence the care environment.</p> <p>Infants, babies and toddler’s health and development needs are assessed using trauma informed guidelines. When developmental trauma has been identified, care planning is</p>

	<p>Provide effective support to all Clinical Managers to develop clinical team practice to align with the strategic directions of the organisation.</p> <p>Ensuring that client rights and needs are being met.</p> <p>Model and maintain high quality documentation.</p> <p>Provision of expert advice to Executive on practice development and clinical governance.</p>	<p>reviewed to ensure therapeutic healing responses and appropriate ongoing referrals are demonstrated.</p> <p>Evidence of leadership support and guidance to the Managers in meeting the strategic objectives for service delivery. This includes support of students undertaking placements.</p> <p>Evidence of maintaining client safety, privacy and confidentiality. This includes evidence of enacting all obligations and expectations of a Child Safe Organisation.</p> <p>Evidence of high quality documentation that meets both contemporary best practice and regulatory and statutory requirements, in care planning that parenting support provision is integrated into client assessment, care delivery and follow up.</p> <p>Evidence of contribution to maintaining 'best practice informed' skilled and expert clinical teams and overall management of clinical risk.</p> <p>Provision of timely reports, data provision and analysis.</p>
Team Support	<p>Provide leadership and drive a learning culture incorporating curiosity across the clinical teams fostering skill development to extend staff skills in the delivery of innovative and contemporary care.</p> <p>Ensure open communication occurs within the team and where appropriate across the organisation.</p> <p>Active use of organisational leadership models in interactions with staff.</p>	<p>Evidence of contribution to a learning culture that embraces opportunities for improvement.</p> <p>Evidence of leadership support and guidance to the clinical teams to promote a positive workplace culture that demonstrates teamwork, collaboration and open communication.</p> <p>Evidence of working collaboratively with the Tweddle leadership team and to contributing to strategic planning and service innovation across the organisation.</p> <p>Evidence of contemporary leadership approach in communication with staff as observed during interactions and meetings.</p>

Position Responsibilities & Duties		Measurable Outcomes
Resource Management	<p>Monitor resources required to assist in the allocation of staff to both programs.</p> <p>Where required develop or assist other appropriate staff to develop program resources.</p>	<p>Evidence that resources are managed in line with Tweddle policies and procedures.</p> <p>Evidence of development or contribution to the development of appropriate program resources.</p>
Networking	<p>Liaise, develop and support referral pathways for families to appropriate community services / agencies in consultation with families.</p> <p>Maintain knowledge of the range of health and community supports available to assist a family.</p>	<p>Evidence of participation in relevant networks and knowledge of community support services available for families in care planning.</p> <p>Evidence of families being referred to appropriate community services/agencies.</p>
Supervision	<p>Provide parenting support for families that align with clinical reflective practice approaches.</p>	<p>Evidence of participation in reflective practice, mentoring, and individual mandated supervision required for all Tweddle staff.</p> <p>Evidence that staff are supported and encouraged to attend reflective supervision.</p>
Professional Development	<p>Maintain professional knowledge base and attend relevant conferences, study days, formal study and/or readings.</p> <p>Participate in the performance review process.</p>	<p>Evidence of maintaining up-to-date knowledge and practice e.g. attendance at in-service programs, conferences and study days. Evidence of completion of mandatory Tweddle e-learning modules within the required timelines.</p> <p>Active participation in performance review activities with plans that demonstrate commitment to self-development. This will include evidence that there is progression on agreed actions.</p> <p>Demonstration of the capacity to implement team members performance reviews and support implementation of self-development activities identified.</p>
Quality & Risk	<p>Demonstrate commitment to the provision of high quality and relevant services for families.</p> <p>Maintain a safe environment for clients, self and other staff. This includes active contribution to a systems approach to minimise clinical risk and improve the safety of care and contributes toward ensuring adherence to the organisation's commitment to being a Child Safe Organisation.</p>	<p>Evidence from client satisfaction feedback.</p> <p>Evidence of practices that comply with the requirements of a 'Child Safe Organisation' including reporting of incidents of suspected abuse. Evidence of reporting and documenting any incidents involving clients, staff or visitors on RiskMan in relation to any incidents or concerns that represent risk.</p>

	<p>Contribute to continuous improvement activities.</p> <p>Contribute to enhancing clinical knowledge and learning.</p> <p>Contribute towards the organisation's accreditation processes.</p>	<p>Evidence of the provision of feedback on policies, procedures and direct involvement in quality projects and initiatives.</p> <p>Evidence of completion of four annual clinical file reviews, including leading team discussion, preparation of a report with recommendations for consideration by the Clinical Performance Committee of the Board.</p> <p>Evidence of contribution to accreditation processes.</p>
Occupational health and safety	<p>Ensure that staff and clients operate in a safe environment.</p> <p>Maintain knowledge of Tweddle's OHS policies and procedures.</p> <p>Utilise RiskMan to capture incidences and near misses.</p>	<p>Evidence of the provision of a safe work environment and ability to identify risk and mitigation strategies where required.</p> <p>Evidence of implementation, and support for self and staff, of Tweddle's policies and procedures.</p> <p>Evidence of reporting incidents etc. on RiskMan appropriately.</p>
General	<p>Actively participate in relevant meetings and forums.</p>	<p>Evidence of representation at relevant meetings.</p>

**Other Information:**

Tweddle Values:

- Collaboration
- Accountability
- Respect
- Engagement

All staff are expected to perform their role and responsibilities in accordance with the Tweddle values.

Tweddle is a Child Safe Organisation. The responsibility for children's safety and protection is embedded within the organisation culture including organisational policies and practices. Tweddle ensures that all staff members fulfil their legal obligations to respond and report any suspected incidence of child abuse.

Occupational Health and Safety Responsibilities:

- Tweddle is committed to providing, insofar as is practicable, a safe and healthy workplace for our employees, contractors, members and visitors.
- Employees have a duty to take care, as far as they are able, of their own health and safety and that of other employees, members and visitors; must comply with safety procedures and directions, and; must report potential and actual hazards to their supervisor and their OHS representative

**Our commitment to Tweddle staff**

- Tweddle is committed to equal opportunity in the workplace for all employees, irrespective of race, colour, gender, religion or marital status. Staff are selected and promoted on merit
- Tweddle is committed to providing a safe and smoke free workplace

**Other Factors Relating to the Role**

- This position may require weekend and evening hours' work. There may also be a requirement to work across other clinical and community areas.
- The position agrees to work within and contribute to the Tweddle Practice Framework, policies, procedures, and guidelines.
- The services close down for the period of Christmas/New Year and Easter and it is a requirement that all relevant staff take annual leave at this time.
- A current National Police Records Check is required and is required to be updated every year.
- A Working With Children's Check is required.
- Evidence of current Immunisation status is required.
- The Victorian Public Sector Code of Conduct applies to all staff.

**Acceptance of appointed position:**

I have read the Position Description: Clinical Nurse Consultant and agree to fulfill the requirements of the role to the best of my ability:

Candidate's name: \_\_\_\_\_

Candidate's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Director of Clinical Services/Nursing: Ms Kirsty Evans

Director's signature: \_\_\_\_\_ Date: \_\_\_\_\_