

# Director of Nursing - Sea Lake

**DEPARTMENT:** Care Services

**RESPONSIBLE TO:** Executive Director of Nursing and Midwifery

## The Role

The Director of Nursing (DON), Sea Lake is the senior manager at the Sea Lake campus and provides operational leadership for the care services provided to the Sea Lake community. The role has particular focus on organisation wide infection prevention and control monitoring and compliance and operational management of the multidisciplinary health care team at Sea Lake.

The role of the DON at Sea Lake is the Mallee Track Health and Community Service representative to the Sea Lake and surrounding communities. Working in collaboration with nursing and midwifery leaders to operationalise best practice and evidence based standards, and deliver organisational strategic objectives. The DON is also a member of the Operations team.

## Key Responsibilities

- Accountable for the leadership and management of all staff delivering care services at Sea Lake
- Integrate and evaluate models of care in the achievement of a cost effective service
- Promote and support a culture of continuous quality improvement congruent with nursing professional strategic direction
- Accountable for the outcomes, management practices and achievement of performance targets
- Collaborate with nursing leadership to contribute to budget integrity and fiscal management according to the instrument of delegation
- Participate in the planning, coordination and development of policies, procedures and clinical guidelines for provision of safe effective clinical care
- Develop and encourage a learning environment by mentoring and promoting team development and individual capacity building
- Monitor and manage clinical risks and achieve compliance with National Safety and Quality Health Service Standards applicable to Multipurpose Services, legal requirements and professional standards

## Key Selection Criteria

- Current registration with the Nursing and Midwifery Board of Australia
- Demonstrated leadership skills in small rural health service
- Demonstrated comprehensive knowledge of contemporary nursing theory and practice in urgent care, acute care, residential aged care and in home care.
- Demonstrated experience with human, financial and resource management across multiple funding and service streams
- Commitment to engendering an organisational culture and climate congruent with the organisation's vision and values that embraces continuous quality improvement

## Our Vision

To be a leading rural health service - innovative, responsive, and sustainable -providing high quality care across early years, aged care, and community health, guided by the evolving needs of our communities.

## Our Mission

We deliver health and wellbeing services across every stage of life, fostering thriving, resilient communities, and a workplace culture that values and supports our people.

## Our Services

Mallee Track Health and Community Service is a multipurpose service (MPS) for all Mallee Track Communities encompassing a total area of 18,000 square kilometres. The health services include General Practice Clinics and Urgent Care at Ouyen and Sea Lake, Acute and Sub-Acute inpatient and outpatient services at Ouyen and Sea Lake, Community Aged Care and Residential Aged Care at Ouyen and Sea Lake. The community services include Allied Health, Delivered Meals, Community Transport, Social Support and Leisure and Lifestyle activities for Ouyen and Sea Lake as well as Early Years education and care for Ouyen, Sea Lake, Underbool, Murrayville and Manangatang. Community development activities include Rural Outreach and Neighbourhood Houses.

## Our Values



- **Accountability** We define our expectations and are accountable for our actions.
- **Excellence** We set high standards and continually strive to improve on them.
- **Compassion** We treat everyone with care, respect and dignity.
- **Teamwork** We work collaboratively and in the spirit of partnership.
- **Integrity** We endeavour to do the right thing in all circumstances, even if no-one is watching.
- **Transparency** We are open and honest and embrace positive change.

## Public Sector Values

As a Public Sector organisation, Mallee Track Health and Community Service adheres to the public sector core values. All staff are required to uphold these values.

- **Responsiveness:** Providing frank, impartial and timely advice to the Government; providing high quality services to the Victorian community and identifying and promoting best practice.
- **Integrity:** Being honest, open and transparent in dealings; using powers responsibly; reporting improper conduct; avoiding real or apparent conflicts of interest and striving to earn and sustain public trust of a high level.
- **Impartiality:** Making decisions and providing advice on merit and without bias, caprice, favouritism or self-interest; acting fairly by objectively considering all relevant facts and fair criteria and implementing Government policies and programs equitably.



cc: Personnel File

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