



POSITION SPECIFICATIONS

Position Title:	Assistant in Nursing
Job Type:	Casual
Region:	Bundaberg, Queensland
MH&ACCQL Facility:	Mater Misericordiae Hospital – Bundaberg
Closing Date:	Open until filled
Salary:	Assistant Nurse
Industrial Instrument:	Mercy Health and Aged Care Central Queensland Limited & QNU Nursing Enterprise Agreement 2016 - 2017 Currently attracting a minimum hourly rate range of \$32.42 - \$35.43
Reporting to:	Nurse Unit Manager

ENQUIRIES CONTACT

Enquiry Contact:	Kelly Spencer
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POSITION STATEMENT: The Assistant in Nursing assists the nursing professionals in providing patient-centred care under the direction and supervision of the Registered Nurse on duty. Core responsibilities are supporting patients in the activities of daily living, assisting in meeting basic needs with ongoing communication with the Registered Nurse and assisting in maintaining a safe organisation and clean environment for patients and staff.


A full **Position Description** is available following these specifications.

APPLY: To apply please return to where the vacancy is listed and click "apply now". This process requires you to complete an on-line form and upload a current curriculum vitae to support your application.

OTHER INFORMATION:

- This role presents an opportunity to become part of our dynamic, committed and friendly nursing team.
- This is a casual role with all shift types available. The role offers flexibility and an opportunity to work in a variety of clinical environments.
- Candidates must be in the second year or more of their Nursing studies or have a Certificate III in Aged Care to apply.
- Previous experience working as an AIN is desirable but not essential.
- You must be an Australian Citizen or Australian Permanent Resident to apply.

POSITION DESCRIPTION

Position Title: Assistant in Nursing		Agreement: Mercy Health and Aged Care Central Queensland Limited & QNU – Nursing – Enterprise Agreement 2015-2016	
Location: Mater Misericordiae Hospital – Bundaberg		Classification: Level 1	
Approved by: 		Reports to: Nurse Unit Manager	
Issue Date: 05/05	Version No: 6.0	Review Date: 07/19	Page 2 of 3 Page/s

1.0 Mercy Health and Aged Care Central Queensland Limited Mission and Values:

The Assistant in Nursing will undertake a commitment to Mercy Health and Aged Care Central Queensland Limited ("MH&ACCQL") Mission, Philosophy and Objectives, and endeavour to promote the organisation's ethos and values in all actions and activities related to their position.

2.0 Position Statement:

The Assistant in Nursing assists the nursing professionals in providing patient-centred care under the direction and supervision of the Registered Nurse on duty. Core responsibilities are supporting patients in the activities of daily living, assisting in meeting basic needs with ongoing communication with the Registered Nurse and assisting in maintaining a safe organisation and clean environment for patients and staff.

3.0 Key Effectiveness Areas:

- 3.01 Mission & Values
- 3.02 Clinical Nursing
- 3.03 Other Responsibilities

4.0 Key Position Responsibilities:

4.1 Mission and Values

- Promote the Mission and Values of Mercy Health and Aged Care Central Queensland Limited;
- Participate in Mercy celebration and traditions;
- Attend mandatory annual Mission in-service; and
- Adhere to and promote the ethos and standards expressed in the Pocketbook of Excellent and Integrity in the Workplace handbooks.

4.2 Clinical Nursing

- Assist in the care of patients within the scope of Assistant in Nursing practice;
- Implement planned care to achieve identified outcomes;
- Recognise and report changes in the health and functional status of patients to the Registered Nurse;
- Ensure communication, reporting and documentation are timely and accurate;
- Organise workload and reprioritise when appropriate with the Registered Nurse;

- Provide support and care to patients within the scope of Assistant in Nursing practice;
- Provide for the comfort needs of patients experiencing illness or dependence;
- Ensure patient values, customs and spiritual beliefs are respected;
- Collaborate with the Registered nurse and members of the health care team in the provision of care;
- Communicate with patients in an appropriate manner and environment to enable therapeutic outcomes;
- Following demonstrated competence the Assistant in Nursing is able to perform the following:
 - Daily Hygiene Needs
 - Nutrition – Oral feeding
 - Vital Signs Measurement and reporting to Registered Nurse
 - Position, Mobilising and Weighing of Patients,
 - Escorting patients to Theatre following appropriate clinical handover ,
 - Apply Ted stockings,
 - Ensuring Infection Control practices are followed, and
 - Fluid Balance of Charting and reporting to Registered Nurse.
 - Risk management practices and safe systems of work
 - Monitoring and control of environmental factors in the workplace

4.3 Other Responsibilities

- Accept, adhere and promote Work Health and Safety requirements, appropriate standards and risk management guidelines to ensure health and safety obligations are met to maintain a safe working environment;
- Participate in meetings and forums as required;
- Foster a cooperative work environment and maintain open communication through effective interpersonal skills and appropriate forums;
- Participate in and recommend quality activities aiming to improve work practices to exceed customer expectations;
- Participate in in-service programmes to assist in personal development and to satisfy the objectives of the organisation;
- Accept individual responsibility and accountability for own performance and professional development;
- Accept and adhere to all policies and procedures of MH&ACCQL and the Mater Hospital Bundaberg; and
- Undertake other duties/responsibilities as directed by the Nurse Unit Manager or other designated authority(s).

5.0 Qualifications and Experience:

Essential

5.1 2nd year Bachelor of Nursing Student or Certificate III in Aged Care.

Desired

5.2 Previous experience as an Assistant in Nursing or other comparable position.