



Job Title:	Early Childhood Nurse	Reports to:	Team Leader
Location:	Suites 8 & 9, 36 Alison Road, Wyong NSW 2259	Direct Reports:	Nil

ORGANISATION STATEMENT OF PURPOSE

Our purpose is to provide high quality integrated primary healthcare services to the Aboriginal and Torres Strait Islander communities of the NSW Central Coast. To address the real and diverse health needs of our community we aim to provide holistic, comprehensive and culturally appropriate care to our patients and clients.

Program Purpose:	The program aims to respond to local needs and contexts, actively engage the local Aboriginal community and relevant government and non-government agencies to incorporate strengths-based frameworks to promote healing and empowerment.
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Position Purpose:	Primary purpose of the position is to work as part of primary health care and Dhanggan Gudjagang teams to improve the health outcomes for Aboriginal and Torres Strait Islander children. The Early childhood nurse will complement the team, by placing an emphasis on the early childhood health checks, screening for hearing and speech issues and identifying potential developmental anomalies as well as early diagnosis of childhood disease.
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The Early Childhood Nurse is responsible for but not limited to;

General Responsibilities

- Deliver care that this is continuous for Aboriginal and Torres Strait Islander children and families.
- Promote early identification, diagnosis and early intervention to improve health outcomes for young children.
- Work with the Dhanggan Gudjagang Team to develop education material that is suitable and targets a range of evidence bases topics that are relevant to the early years.
- Assist mothers, fathers, primary caregivers who are experiencing difficulty with their babies (on refer to appropriate services)
- Work with other team members to deliver evidenced based, culturally appropriate parenting skills through a co-ordinated culturally able format.
- Engage and solidify good working relationships across the Mental Health, Drug and Alcohol, Family Health Worker and Child, Maternal and Family teams.
- Promote collaboration and enhance service links to relevant community networks,
- Promote collaboration and integration across programs, within Yerin and the broader community sector,
- Actively develop and enhance service delivery activities to ensure client needs are met,



KEY ORGANISATIONAL RELATIONSHIPS/ INTERACTIONS

To achieve the objectives of this role, the Early Childhood Nurse needs to foster productive working relationships with the following stakeholders:

Internal Relationships	External Relationships
<ul style="list-style-type: none"> • Dhanggan Gudjagang Team (Midwife, Aboriginal Family Health Worker) • SEWB team • PHC clinic and program staff • Practice Manager • GP's • All program staff • Any Visiting Psychologists, Allied Health or Specialists 	<ul style="list-style-type: none"> • Other local service providers including but not limited to local mental health services • Mental health crisis team • Local Hospitals • Local Aboriginal community • Other community service providers

JOB OUTPUTS & MEASURES

KEY RESULT AREAS	TASKS	MEASURES
<p><u>Service Delivery</u> Provision of Prevention and Early Intervention for maternal, child and family</p>	<ul style="list-style-type: none"> • Daily Baby Clinics, monitor children's weight gain, immunisation status, infections and early developmental milestones • Conduct Child Health Assessments • Conduct support groups for young parents – focus on mothers • Work collaboratively with other team members to develop and deliver appropriate educational material and workshops to enhance 	<ul style="list-style-type: none"> • Number of clients • Number of Health Assessments conducted • Development of workshops and forums that bring community together (families) • Development of early childhood support groups • Evidence of a culturally safe environment. • Number of babies and children immunised.



	<p>practical knowledge for parents.</p>	
	<ul style="list-style-type: none"> • Maintain accurate, high quality records of clients • Record all referrals to other services • Meet regularly with Yadhaba team to discuss case management, referrals and care coordination (Allocation meeting) 	<ul style="list-style-type: none"> • Health records up to date and securely stored • Number of case conferences • Demonstrated contribution to engagement of mothers, fathers, caregivers and their children.
<p>Linkages Maintain and enhance links with other external local service providers and use these linkages to better support/ assist clients when seeking other types of care</p>	<ul style="list-style-type: none"> • Develop and maintain strong relationships with Aboriginal specific and mainstream services 	<ul style="list-style-type: none"> • Linkages exist and formalised if necessary • Number and type of referrals • Number of times attended case conferencing, interagency meetings etc.
<p>Work with GP's, Aboriginal health worker, and Midwife to ensure appropriate referrals and improved access to clinical based mental health care for clients</p> <p>Work with the broader YAHS staff, work as part of a multi-disciplinary team of health professionals.</p>	<ul style="list-style-type: none"> • Discuss cases as required and attend appointments with clients as a support if needed – attend weekly mental health meeting • Utilise any visiting specialist care such as psychology services • Build a networks and good working relationships with external organisations and agencies 	<ul style="list-style-type: none"> • Good working relationships exist with GP's, Midwife, Aboriginal Family Health Worker and visiting specialists • Contribute to early intervention suggestions based on clinical expertise • Appropriately referring across the relevant YAHS teams • Evidence of demonstrated ability to understand local Aboriginal protocols. • Participatory, collaborative and actively works within a team and community
<p>Work with Dhanggan Gudjagang and Yadhaba team to provide education</p>	<ul style="list-style-type: none"> • Regularly participate Dhanggan Gudjagang & 	<ul style="list-style-type: none"> • Number of Dhanggan Gudjagang &Yadhaba workshops occurring



and workshops in relation to Yadhaba of whole community	Yadhaba workshops for community	
Reporting Complete quarterly action plan reporting on maternal, child and family.	<ul style="list-style-type: none"> • Complete and submit reporting to Program Manager by due date 	<ul style="list-style-type: none"> • Reports completed by due date
Work Health & Safety	<ul style="list-style-type: none"> • must identify and comply with relevant State or Territory Laws including the Commonwealth or State/Territory legislation on: • WHS, workplace harassment; victimisation and bullying; anti-discrimination, including racial vilification; disability discrimination • Identify hazards and report them to the responsible managers • Follow safe systems of work • Attend and abide by safety information, training and direction from management and/or WHS nominated representatives • Attend and participate in monthly external supervision. 	<ul style="list-style-type: none"> • Any WHS incidents are reported accurately to the relevant state insurer, in line with legislation timing • A proactive approach is taken to WHS and prevention of accidents and injuries in the workplace • Maintain work life balance, develop and implement self-care strategies – maintaining wellbeing.
Confidentiality	<ul style="list-style-type: none"> • Ensure all confidential and sensitive information related to your employment or other employees, known to you, are kept absolutely confidential 	<ul style="list-style-type: none"> • Confidentiality is maintained at all times



PERSON SPECIFICATION – COMPETENCIES REQUIRED FOR THE POSITION

<p style="text-align: center;">SKILLS Essential</p>	<p style="text-align: center;">SKILLS Desirable</p>
<ul style="list-style-type: none"> • AHPRA Registered Nurse (Division 1) minimum 3 years’ experience • Child & Family Health Nursing recognised qualification • Demonstrated experience working with Aboriginal and Torres Strait Islander people • A desire to work with Aboriginal communities to improve health outcomes. • Awareness of issues affecting the local Aboriginal Community • Experience working in Aboriginal communities • Highly organised with excellent time management skills • Demonstrated client assessment skills and experience • Authorised Immunisation provider or willing to obtain qualification • Highly developed liaison skills with the proven ability to build good working relationships with mainstream services facilitating culturally sensitive treatment for Aboriginal clients. • Self-motivated, with the ability to work unsupervised. • Good verbal and written communication skills • has good links to local community– this can have developed if individual does not have already • Computer Literacy - including Word Processing, Database, Spreadsheets, 	<ul style="list-style-type: none"> • Aboriginality • Experience in care coordination across programs and agencies • Experience in the development, implementation and evaluation of health education programs • Ability to formulate a work plan and to report against its implementation • Experience navigating Communicare / Best Practice IT software



<p>Electronic Mail and Internet and Data Collection skills including maintaining of client records.</p> <ul style="list-style-type: none">• Satisfactory Police check – no serious/criminal/court record• Current Drivers Licence• Current Working with Children’s Check (NSW)	
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This Position Description is agreed by:

Manager's Signature		Date:	
Position Holder's Signature		Date:	