

Position Description

Registered Nurse – Graduate Nurse Program (Mental Health Stream)

Classification:	RPN Grade 2 – NP11
Business unit/department:	Mental Health Division
Work location:	Austin Hospital <input checked="" type="checkbox"/> Heidelberg Repatriation Hospital <input checked="" type="checkbox"/> Royal Talbot Rehabilitation Centre <input checked="" type="checkbox"/> Other <input checked="" type="checkbox"/> (Various work locations including all the above plus Community/Satellite locations)
Agreement:	Victorian Public Mental Health Services Enterprise Agreement 2024-2028
Employment type:	Full-Time or Part-Time, Ongoing
Hours per week:	32-40
Reports to:	Nurse Unit Manager – Various Locations
Direct reports:	Nil
Financial management:	Budget: Nil
Date:	May 2026

Position purpose

Austin Health’s Graduate Nurse Program is a well-supported program including a structured orientation program, ongoing paid study days, educational opportunities and supernumerary days for each of the two six-month rotations.

Our dedicated Graduate Nurse Coordinator, Graduate Nurse Educator and our Mental Health Education & Training Team are available to assist graduate nurses in this transition year for the duration of the program. Graduates are also supported by Nurse Unit Managers and preceptors in all areas.

About the Mental Health Division

Austin Health is the major provider of tertiary health services, health professional education and research across three campuses in the north-east of Melbourne and statewide. We have a highly engaged, diverse and collaborative workforce that is unified by our goal to help people live healthy and fulfilled lives.

The Mental Health Division provides care and services through a comprehensive range of teams to meet the needs of mental health consumers and carers throughout Victoria. Services are located across

Austin Health and in the community.

All mental health services work within a clinical framework that promotes recovery-oriented practice and supported decision making. This approach to client wellbeing builds on the strengths of the individual working in partnership with their treating team. It encompasses the principles of self-determination and individualised treatment and care.

The Mental Health Division includes three Divisions:

- Adult and Older Adult Mental Health
- Speciality Mental Health Services
- Infant, Child and Youth Mental Health services

Our Graduate Nurse Program is highly regarded for its exceptional support, structured learning, and inclusive culture; ensuring Early Career Nurses transition smoothly and confidently into professional practice, with education and support that's everyone's business. Our vision is to shape the future through exceptional care, discovery, and learning. This is supported by our values which define who we are, shape our culture and the behaviours of our people.

We aim to provide an inclusive culture where all staff can contribute to the best of their ability and strive to develop further. We recognise that our people are our greatest strength. We want them to thrive, be their best selves and feel engaged, safe, and empowered. To achieve this, diversity and inclusion is essential to our culture and our values.

Position responsibilities

Graduate nurses will be required to work a rotating roster as part of the 24/7 health service and work public holidays and weekends as determined by the unit manager.

In accordance with the Nursing and Midwifery Board of Australia approved Standards for Practice for the Registered Nurse 2017, position accountabilities for the Registered Nurse are described below:

- 1. Thinks critically and analyses nursing practice:** Uses professional knowledge to analyse information and make sound nursing decisions.
- 2. Engages in therapeutic and professional relationships:** Establishes professional boundaries, communicates effectively, and advocates for people.
- 3. Maintains the capability for practice:** Assumes accountability for own practice, maintains registration standards, and engages in continuing professional development.
- 4. Comprehensively conducts assessments:** Collects and interprets data to plan care using evidence-based assessment techniques.
- 5. Develops a plan for nursing practice:** Develops, reviews, and updates plans of care in partnership with the person to achieve intended outcomes
- 6. Provides safe, appropriate, and responsive quality nursing practice:** Delivers evidence-based care, delegates appropriately, and acts to ensure safety.
- 7. Evaluates outcomes to inform nursing practice:** Evaluates care results against expected outcomes and uses this to improve future practice.

Comprehensive detail of the Standards are available at <http://www.nursingmidwiferyboard.gov.au>



Our actions
show we care



We bring
our best



Together
we achieve



We shape
the future

Comprehensive Care:

- Utilise structured patient handover tool in communicating between health care clinicians
- Engage with the patient and family and review their progress towards goals of care alongside experienced staff.
- Recognize when care is outside of expected trajectory and escalate concerns to experienced staff
- Make referrals to the multidisciplinary team.
- Interprets assessment data with guidance.
- Demonstrates respectful and professional communication via various platforms.
- Utilise patient assessment information to adjust the care plan to meet health care needs.
- Demonstrate competence at foundational level. Completes orientation and mandatory training and uses policies and procedures to deliver safe patient care.
- Facilitate active patient involvement in adapting goals of care and ensure patient understanding through 'teach back'.
- Escalate to the multidisciplinary team to modify the plan of care where abnormalities in assessment information are identified, and the clinical situation is unfamiliar or unexpected.
- Prioritise and deliver care within scope of practice and according to nursing care plan.
- Facilitate active patient/family participation in delivery of goals of care, including handover.
- Recognise and seek support when input is required from senior/experienced staff.
- Recognise normal baseline and abnormal patient information; ensure escalation of care where abnormal findings are identified.
- Maintain current contemporaneous documentation regarding patient care delivery.

Education:

- Participate in professional development activities within clinical environment such as involvement in ward/unit portfolios.
- Maintain professional practice portfolio to reflect development of knowledge and skills over time.
- Increase scope of practice by participating in core competencies relevant to specialty practice.
- Identify opportunities for educational resources/ strategies to assist in delivery of bedside teaching.

Research & Innovation:

- Understand the importance of research in advancing evidenced based nursing practice to improve patient outcomes.
- Implement evidenced based practices and support local quality improvement or research activities by engaging in activities such as literature reviews and data collection.
- Practice safely and effectively within Austin Health evidence-based practice guidelines.

Support of Systems:

- Understand the Austin Health vision and strategic priorities.
- Understand the Austin Health Nursing Vision: Austin nurses working alongside Austin Nurses 24/7 to deliver reliable, safe, person-centred care.
- Work within the National Safety and Quality Health Service (NSQHS) Standards providing evidence-based nursing care.
- Ensure practice compliance for all relevant guidelines and procedures.
- Participates in risk identification, reporting and escalating risks through RiskMan within a no blame culture
- Understand and follow workplace safety principles.
- Understand Austin Health Clinical informatics systems including Cerner, First Net, PACS, Patient Journey Board, EMR, ATLAS, etc.
- Demonstrate safe and ethical practice within health informatics systems.



**Our actions
show we care**



**We bring
our best**



**Together
we achieve**



**We shape
the future**

Professional Leadership:

- Provide appropriate delegation, supervision and support to all staff as per NMBA Decision Making Framework.
- Reflect on own values, beliefs, communication style and experiences and consider how this influences own workplace behaviour.
- Role model Austin Values in daily practice.
- Clearly recognise own accountability for actions and behaviours as delegated as per NMBA Decision Making Framework.
- Recognise, acknowledge and value the unique contribution of individuals.

Selection criteria

Essential skills and experience:

- A commitment to Austin Health values
- A commitment to patient focused approach to care
- A positive approach to ongoing self-education and skill development
- A flexible, innovative team-oriented approach to service delivery
- A positive approach to change and diversity
- A commitment to successfully completing the 12-month Graduate Nurse Program, including all educational, professional, and clinical hurdles

Desirable but not essential:

- A sound understanding of information technology including clinical systems, applications relevant to rostering and risk management reporting or as required for the role and/or department.

Professional qualifications and registration requirements

- Registered Nurse registered with the Nursing and Midwifery Board of Australia

Quality, safety and risk – all roles

All Austin Health employees are required to:

- Maintain a safe working environment for yourself, colleagues and members of the public by following organisational safety, quality and risk policies and guidelines.
- Escalate concerns regarding safety, quality and risk to the appropriate staff member, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with the principles of person-centered care.
- Comply with requirements of National Safety and Quality Health Service Standards and other relevant regulatory requirements.

Other conditions – all roles

All Austin Health employees are required to:

- Adhere to Austin Health's core values: *our actions show we care, we bring our best, together we achieve, and we shape the future.*



**Our actions
show we care**



**We bring
our best**



**Together
we achieve**



**We shape
the future**

- Comply with the Austin Health's Code of Conduct policy, as well as all other policies and procedures (as amended from time to time).
- Comply with all Austin Health mandatory training and continuing professional development requirements.
- Provide proof of immunity to nominated vaccine preventable diseases in accordance with Austin Health's immunisation screening policy.
- Work across multiple sites as per work requirements and/or directed by management.

General information

Cultural safety

Austin Health is committed to cultural safety and health equity for Aboriginal and/or Torres Strait Islander People. We recognise cultural safety as the positive recognition and celebration of cultures. It is more than just the absence of racism or discrimination, and more than cultural awareness and cultural sensitivity. It empowers people and enables them to contribute and feel safe to be themselves.

Equal Opportunity Employer

We celebrate, value, and include people of all backgrounds, genders, identities, cultures, bodies, and abilities. We welcome and support applications from talented people identifying as Aboriginal and/or Torres Strait Islander, people with disability, neurodiverse people, LGBTQIA+ and people of all ages and cultures.

Austin Health is a child safe environment

We are committed to the safety and wellbeing of children and young people. We want children to be safe, happy and empowered. Austin Health has zero tolerance for any form of child abuse and commits to protect children. We take allegations of abuse and neglect seriously and will make every effort to mitigate and respond to risk in line with hospital policy and procedures.



Our actions
show we care



We bring
our best



Together
we achieve



We shape
the future