

POSITION DESCRIPTION

Position Title:	Casual Child and Family Health Nurse (Registered Nurse)
Department:	Postnatal Services
Date:	September 2018
Reporting To:	Postnatal Services Manager
Positions Reporting to this role:	Nil
Internal Liaisons:	Allied health professionals, health professionals, ECEC staff, Family Day Care staff, business services staff.
External Liaisons:	Families, Community Organisations, Community, Councils, Schools, NGO's, Family and Community Services, Hospitals, local area health services, Indigenous workers organisations and communities, local Muslim communities.

Company Overview

The Infants' Home Child and Family Services is a dynamic community-based organisation, with a long tradition and strong sense of contemporary pathways focussing on best practice and research initiatives. We provide integrated early childhood services in an inclusion ethos wherein 30% of our services are targeted to children and families experiencing a range of additional support needs.

The values of The Infants' Home Child and Family Services are integrity, diversity, collaboration and innovation. Central to the work of all staff is ethical practice, which includes:

- Demonstrating mutual respect for colleagues, children, families and management
- Maintaining confidentiality of information
- Using open and honest communication
- Being a supportive member of the program team and the organisation

Program Objectives

For over 35 years The Infants' Home Post-Natal Support Program has provided child and maternal health services for families with infants aged 0-18 months. The Program includes parent education to families, and community post-natal home visits, with a particular focus on mothers and babies experiencing vulnerabilities, refugee and immigrant communities, young children with physical and mental disabilities, and those who may be predisposed to post-natal depression and other mental health issues.

Well established in Sydney's Inner West, in 2018 this program will be expanded to cover home visits in Maroubra, Matraville, Malabar, Hillside, Eastlakes, Daceyville, Rockdale/Arncliffe, Jannali/Como, Parramatta, Blacktown, Auburn, Woolloomooloo and Surry Hills.

Position Purpose

The Maternal Child and Family Health Nurse supports the Post-Natal Support Program by providing diverse individual services that meet the needs of each family. This includes early intervention to mitigate the social, emotional and psychological risk factors linked with women experiencing complex lives due to vulnerability or disadvantage. The program is designed to help new parents and carers to:

- Address post-natal depression and other mental health concerns,
- Learn how to comfort and settle their baby,
- Understand their baby's feeding and sleeping needs,
- Develop skills in reading their baby's cues and temperaments,
- Understand their baby's developmental needs,
- Gain confidence in their parenting and caring skills,
- Understand the importance of secure attachment principles,
- Connect with and access services in the community, so as to reduce social isolation.

Responsibilities:

1. Key Responsibilities

- To undertake home visits across Sydney which provide:
 - Assessment and screening of infants in their family home;
 - Feeding, sleeping, settling, and play support;
 - Strengthening parent-child interactions;
 - Health and development checks to assess and monitor a child's growth and development;
 - Support and education for parents/carers regarding post-natal issues including depression and mental health.
- To provide telephone/online advice to families about post-natal health issues.
- To network and collaborate with external agencies working in the area of child and maternal health, including referring agencies.
- To provide further information and referrals to additional family and parenting support, including specialist and allied health services
- To ensure activities comply with The Infants' Home Policies and Procedures, and relevant legislation related to Child Protection, Work Health and Safety, Code of Professional Ethics, and Duty of Care.
- To assist with relevant funding applications and acquittals through the recording of monthly statistical data.
- To work with colleagues in a spirit of cooperation to maintain and continuously improve the standard of the service.
- To contribute to the overall work of The Infants' Home.
- To undertake other duties consistent with these responsibilities as specified by the Chief Executive Officer.

2. Compliance and Organisational Requirements

Ensure activities within the area of responsibility comply with:

- National law and regulations
- National Quality Standards
- Early Years Learning Framework
- Work Health and Safety legislation
- Child Protection Legislation
- The Infants' Home vision, mission, policies, procedures and strategic goal

3. Risk Management

- Follow policies and procedures to ensure compliance
- Maintain a safe, healthy and clean environment
- Identify hazards and take action to remove these hazards
- Ensure that all of the Work Health and Safety requirements are met
- Identify risks and report them in a timely manner

4. General

- Carry out all duties, responsibilities and specific tasks related to the role as well as specific duties allocated by the Postnatal Services Manager and/or CEO
 - Participate in research as required
 - Assist in supporting student placement programs as required
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Essential Requirements

- Current authority to practice as a Registered Nurse with Australian Health Practitioners Regulation Agency (AHPRA).
- Child and Family Health qualification – Graduate Certificate minimum; and (preferred) mental health experience.
- Current unrestricted NSW driver's licence and use of own car.

Selection Criteria

- Experience working with young children, mothers and families; especially high needs clients and families experiencing vulnerabilities or disadvantage.
 - Highly developed and specialised skills in assessment of health and development of children 0-18 months.
 - Well-developed understanding and current knowledge of the needs of children 0- 18 months and their families, relevant information and parenting information and resources available.
 - Demonstrated ability to provide safe and compassionate quality care that is culturally responsive
 - Comprehensive knowledge of women's health issues and in particular, post-natal depression and ability to use Edinburgh Post Natal Depression scale.
 - Well-developed interpersonal and communication skills, demonstrated ability to liaise with a wide range of individuals and community groups.
 - Effectively managing time to ensure the needs of clients and their families or carers are met.
 - Ability to prioritise, plan, organise and manage service delivery to most effectively meet client needs, including: home visits, phone calls, assertive outreach for high need families, community liaison, administrative tasks and documentation.
 - Proficiency in the use of computers, Word, Excel, internet and email.
 - Ability to work independently and as part of a team.
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I have read and agree to undertake the duties as outlined:

Name

Signature

Date