

**NUNKUWARRIN YUNTI OF SOUTH AUSTRALIA INC**

182 – 190 Wakefield St, ADELAIDE 5000

**JOB & PERSON DESCRIPTION**

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| **POSITION TITLE:** | **CLASSIFICATION LEVEL:** |
| Community Midwife | NY RN-2. |
| **PROGRAM:** | **OCCUPATIONAL REQUIREMENT:** |
| Maternal and Child Health | Registration as a Midwife with AHPRA. |
| **TENURE/STATUS:** | **LOCATION (if other than Wakefield Street Adelaide):** |
| Full-time, ongoing subject to funding. | Wakefield Street clinic, Brady St clinic, outreach and home visiting. |
| **POSITION REPORTS TO:** | **WORKS CLOSELY WITH:** |
| Maternal and Child Health Coordinator | Maternal and Child Health Service personnel and staff from other Nunkuwarrin Yunti programs |

**1. PURPOSE STATEMENT**

Nunkuwarrin Yunti aims to promote and deliver improvement in the health and wellbeing of all Aboriginal and Torres Strait Islander people in the greater metropolitan area of Adelaide and to advance their social, cultural and economic status*.*  The organisation places a strong focus on a client centred approach to the delivery of services and a collaborative working culture to achieve the best possible outcomes for our clients.

The Women’s Children’s and Family Health Service aims to support safe nurturing environments for pregnant women, infants and children, increase uptake and utilisation of services with an emphasis on early intervention and prevention, provide streamlined coordinated care and positive experiences for clients to encourage continued engagement with services.

Working under general direction of the Maternal Child Health Coordinator, the primary role of the Community Midwife is to:

* Facilitate the provision of a coordinated, safe and effective antenatal and postnatal care, health counselling and primary health care to women and their families, in partnership with the Aboriginal Health Workers and Practitioners, GPs and birthing hospitals
* Provide support to clients and families, through assessment and appropriate referrals to internal and external service providers.
* Coordinate and participate in home visiting where appropriate.
* Develop and implement culturally appropriate antenatal groups.
* In partnership with the Aboriginal Health Workers (AHW) and Aboriginal Health Practitioners (AHP), develop and maintain suitable, evidence based, health promotion and information resources for pregnant women and their families.
* Contribute to quality management systems and continuous improvement processes

**2. KEY RESPONSIBILITIES/DUTIES**

**(Identify the significant services of work, which are the key outputs of the position)**

| **KEY RESPONSIBILITIES** | **PERFORMANCE MEASURES**  (Measures the outcome of the following activities by quantity, quality, or timelines.) |
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| **Health promotion and community engagement** | In partnership with AHW/AHPs provide up to date information and education to individuals, groups and the wider Aboriginal community:   * Participate in education and health awareness to maximise positive health outcomes for Aboriginal women. * Establish and maintain a working relationship with the birthing hospitals and the Aboriginal Maternal Infant Care programs of each * Promote and support the benefits of healthy growth and development, healthy social-emotional development and healthy lifestyles and environment * Promote the importance and benefits of general preventative health assessments and immunisation and ensure access to these services * Contribute to the development and implementation of current, evidence based and culturally appropriate resources for antenatal and postnatal mothers * Establish and maintain a communication network for liaison with other health service providers |
| **Direct care for clients and families** | Provide proficient clinical midwifery care and individual case management to clients:     * Using the Nunkuwarrin Yunti model of care for maternal and infant services, assess client needs, plan, implement and coordinate appropriate service delivery options and communicate changes in condition and care. * Work within a partnership framework to promote women’s full participation in their health care and allowing them to make informed life decisions. * Implement outreach services to maximise access to services for Aboriginal women * Ensure work processes for midwifery services to clients is in line with Child and Maternal Health National and organisational KPI’s * Identify and appropriately refer women with or at high risk of Perinatal mental health issues * In partnership with the Aboriginal Health Practitioners/Workers design and provide culturally appropriate health education programs and groups for pregnant women and their families. * Facilitate internal and external referral and ongoing engagement with a range of social and specialist services as needed. * Contribute to the implementation and maintenance of systems to protect clients and staff |
| **Team & Organisational Activities** | Maintain a positive working relationship with others and participate in working groups and activities:   * Contribute to and support a positive team morale * Actively and regularly participate in team planning activities and meetings * Contribute to the development and implementation of service policies and procedures * Continuous review of the child and maternal health program in relation to antenatal and postnatal care * Provide mentorship and support for Aboriginal staff and act as a resource person for midwifery care. * Develop and maintain effective internal and external networks in a professional manner * Participate in internal working groups, committees and organisational activities where requested * Promotes and presents a positive image of Nunkuwarrin Yunti to other staff, clients and the community in general * Ensure compliance with a range of administrative practices: * Maintain timely and accurate documentation consistent with professional standards * Provide regular statistical and other reports as requested * Ensure secure management of organisational data and files and compliance with privacy policies and legislation |
| **Professional Development** | Participate in personal and professional development activities:   * Attend professional development training courses and activities to maintain and update clinical knowledge and skills as appropriate * Participate in regular performance development reviews * Attend professional meetings as required such as reflective practice, multi-disciplinary meetings and debriefings * Actively participate in reflective practice, peer supervision practice and case conferencing |

**3. SELECTION CRITERIA**

**ESSENTIAL – includes qualifications, skills, experience and knowledge.**

* Current Registration as a midwife within Australia with the Australian Health Practitioner regulation.
* Relevant post registration experience of at least 3 years.
* Demonstrated experience in the delivery of antenatal and postnatal care to Aboriginal and Torres Strait Islander women, including demonstrated understanding of culturally sensitive practices.
* Demonstrated knowledge of the specific health and social determinants impacting on Aboriginal women’s health and pregnancy outcomes.
* Work in Partnership with Aboriginal health professionals and provide mentoring and support.
* Demonstrated high level of capacity to work within a multi-disciplinary approach and contribute to an integrated approach to complex client care.
* Negotiating and maintaining positive working relationships and client pathways across a complex health system environment at primary secondary and tertiary levels
* Demonstrated integrity, reliability, flexibility and self-motivation.
* Demonstrated ability to work autonomously, demonstrate well developed organisational skills including the ability to prioritise workloads to meet deadlines.

**DESIRABLE**

* Experience working with Aboriginal families in a community environment.
* Previous experience working in an Aboriginal Community Controlled service
* First Aid certificate or training.

**4. APPOINTMENT CONDITIONS**

**Special Conditions and Status**

1. Full time position, 38 hours per week.
2. The tenure in this position is subject to funding continuing.
3. Some out of hours work may be required.
4. Some intrastate travel may be required.
5. Appointment is subject to a satisfactory National Police Clearance Certificate.
6. Unless filled internally with prior completion of a probationary period, subject to 6 months satisfactory probationary period
7. Salary Sacrifice, Superannuation Employer contribution.
8. Current SA Driver’s Licence and willing to drive in the course of work activities.
9. Conditions of employment are in accordance with Nunkuwarrin Yunti of South Australia’s Enterprise Agreement

**5. PERFORMANCE/SKILL STANDARDS**

Performance will be measured and assessed against objectives set out during the performance agreement and in alignment with the job and person specifications for the role.

**6. WORK HEALTH AND SAFETY**

Follow defined work health and safety legislation, and Nunkuwarrin Yunti’s policies and procedures related to the work being undertaken in order to ensure own safety and of others in the workplace.

Take such action as is within your competence and responsibility to report or make recommendations to a higher level representative as you deem necessary, to avoid, eliminate or minimise hazards of which you are aware in regard to working conditions or practices.

Keep work areas in a safe condition and report any near accident, accident or injury, which arises in the course of your work.

**7. EQUAL EMPLOYMENT OPPORTUNITY**

**Responsibility Statement**

Contribute to the maintenance of a healthy, safe and equitable working environment by maintaining knowledge of and adhering to the principles and standards of Equal Employment Opportunity legislation that ensures all employees in the workplace are treated in a fair and equitable manner, free from discrimination, bullying and harassment.

Recognise that confidentiality will be abided by at all times in line with Organisational policy and respect the cultural sensitivity of all clients/customers of Nunkuwarrin Yunti of South Australia Inc.

Abide by the policies and procedures of Nunkuwarrin Yunti of South Australia Inc.

**8. CERTIFICATION**

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements for the job.

Duties and responsibilities for this position should not be considered definitive. Duties may be added, deleted or modified, in consultation with staff, as necessary.

**Employee Statement:**

As occupant of this position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

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Name Signature Date

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**Job and Person Description Approval**

**Date approved: / /**

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| **MIDDLE MANAGER**  **Name:**  **Signature:** | **CHIEF EXECUTIVE OFFICER**  **Name:**  **Signature:** |