



POSITION: School Nurse
REPORTS TO: Head of Engagement and Wellbeing
LOCATED: Multi Campus
DATE UPDATED: November 2023

ORGANISATIONAL ENVIRONMENT

Hester Hornbrook Academy is a Special Assistance School which provides flexible education and learning options, including VETiS (Vocational Education and Training in Schools), VPC (Victorian Pathways Certificate), VM (VCE Vocational Major), VCE and an *extend* program offering a variety of elective subjects. Recognising that mainstream education is not suitable for all young people, our programs are driven by the personal pursuits of students. Our HOPE – Healing Orientated Program of Education informs our Practice model which ensures the integration of academic intervention and growth with wellbeing and life skills. Teachers, Youth Workers, and Education Support Officers (ESOs) work together in a collaborative manner to support students to reach their individual goals. Our students include those who have disengaged from mainstream education, are young parents, currently in or leaving out of home care, experiencing homelessness and those who may be experiencing mental health challenges or learning difficulties.

JOB CONTEXT

The Hester Hornbrook Nurse is responsible for supporting and increasing the health literacy of students, staff and the wider school community. The school Nurse will have the knowledge and ability to address contemporary health and social issues facing our students and wider school community with a strong focus on health promotion and primary health prevention.

Primary health care provided to students will focus on initial assessments and brief support with a strong emphasis on external referrals. The school Nurse is expected to have a thorough understanding of the primary health care system and ability to locate and maintain relationships with adolescent friendly services across metropolitan Melbourne to support required referrals.

JOB PURPOSE

The school Nurse will form part of the Hester Hornbrook Allied Health Team. This team of multidisciplinary professionals are required to work across all Hester Hornbrook campuses. The school Nurse will work closely with students, school staff, the wider school community, external health services and relevant community agencies.

The school Nurse will enact the values and vision of Hester Hornbrook whilst working within a healing orientated educational environment that is trauma informed.

The school Nurse is directly responsible to the Head of Engagement and Wellbeing for operational matters and with due regard to professional competence. The school Nurse is required to practice in accordance with Hester Hornbrook's policies and procedures as well as the various Professional Codes, Guidelines and Registration Standards set by Australian Health Practitioners Regulation Authority.



JOB OBJECTIVES

Duties of this role may include but are not limited to the following:

- Apply nursing expertise to complete initial assessments, provide brief intervention and psychoeducation to students
- Map Primary Health Care and Adolescent friendly Services across Metro Melbourne and advocate on behalf of students to enhance service access and support pathway planning for students.
- Create and lead an annual school wide health promotion plan
- Collation and development of health literacy content applicable for students, teachers and wider school community. Content to be aligned to the needs of Hester Hornbrook school cohort, whilst also aligning to needs identified through school data.
- Deliver health education sessions (in classrooms, in small groups and with the wider school community) that focus on health promotion and primary health prevention.
- Provide professional learning opportunities for Hester Hornbrook staff through the development of training modules and / or face to face sessions
- Contribute to developing programs, activities and / or special projects as required, including an annual workplan and bi-annual school wide health and wellbeing days.
- Arrange for external health services to visit all campuses to deliver targeted health and wellbeing services to students
- Complies with documentation, legislative and policy requirements.
- Present at internal/external stakeholder networks and forums.
- Participate in and facilitate; meetings, training, and forums.

KEY RELATIONSHIPS

This position may have relationships with a diverse range of Hester Hornbrook and MCM employees, external service providers, organisations and stakeholders within the community, with the view to providing the most appropriate and effective services and supports to the people they support. Examples of key relationships are detailed in the following table:



- Internal Relationships**
- Employees from the Hester Hornbrook team (e.g. Youth Workers, Teachers, school Leadership)
 - Employees from the Education, Training & Transitions team
 - Employees from the Homelessness, Justice & Family Services division
- External Relationships**
- Community Health providers
 - Primary Health Care Service
 - Community services providers
 - Student's communities.

KEY SELECTION CRITERIA

The following key selection criteria must be addressed in the application for this position:

Essential:

- Current nursing qualification and registration with the Australian Health Practitioner Regulation Authority (AHPRA).
- Demonstrated competency and experience, and preferably postgraduate qualifications, in adolescent health and development, community health, sexual health, mental health, public health, and/or health promotion.
- Well-developed knowledge and experience in the provision of health support to young people and evidence-based health program delivery tailored to young people and families.
- Demonstrated understanding of working with students and families that may experience youth issues including but not limited to; substance misuse, sexual health, mental health, adolescent / family violence, family conflict, socio economic barriers, housing etc guided by a trauma informed and healing orientated approach
- Demonstrated capacity develop and maintain school community and external networks to support health outcomes and ability to build effective relationships with colleagues, students and families, liaising across all levels both internally, externally diverse backgrounds
- Demonstrated knowledge of and commitment to ensuring the school is a Child Safe environment

Desirable

- Demonstrated experience in a secondary school/education setting
- Demonstrated experience in the delivery of school-based programs and individual student support

ORGANISATIONAL REQUIREMENTS AND COMMITMENTS

Workplace Health & Safety:

Hester Hornbrook/MCM's strategy is to create a working environment in which we have zero tolerance for compromised worker safety. As an employer we endeavour to provide a working environment that is safe for all employees and clients and adheres to Occupational Health & Safety regulations as an employer.

As an employee, you also have Occupational Health & Safety responsibilities as follows:



- To comply with all HHA/MCM policies related to Occupational Health and Safety in the workplace.
- Take reasonable care of your own health and safety in addition to the health and safety of your colleagues and clients who may be affected by your acts or omissions in the workplace.

Client Wellbeing and Safety:

We are committed to the safety and wellbeing of children, young people, people with a disability and other vulnerable people. We have a zero tolerance of abuse and neglect of all vulnerable people and are committed to actively contributing to a safe organisation in which children, young people, people with a disability and vulnerable people are protected from violence, abuse and neglect. All employees are required to comply with the Child Safe Standards.

Operational Accountability:

HHA/MCM is committed to operating efficiently, ethically and remaining operationally and financially sustainable.

As an employee you are expected to operate within the requirements of our accreditation, registrations, delegations and work responsibilities as detailed in our various policies and procedures, Code of Conduct and regulatory guidelines.

COMPLIANCE

As an employee, you are expected to comply with the following:

- Comply with and actively support all position, division and organisational policies and procedures.
- Satisfactory completion of safety screening including a current Working with Children check, National Police check, International Police check (if required), and the right to work in Australia.

LEADERSHIP CAPABILITY FRAMEWORK

In addition to the key selection criteria, applicants should be able to demonstrate the following attributes:

KEY AREA	BEHAVIOURAL CAPABILITIES
PARTNERSHIPS	<p>Collaboration & Cooperation Seeks to find the right solution for all. Stays connected and works together with colleagues and customers to achieve great things.</p>
PARTNERSHIPS	<p>Influence & Persuasion Delivers a compelling message to gain support for ideas or projects. Acts to influence outcomes for the benefit of the people we work with.</p>
PARTNERSHIPS	<p>Credibility & Integrity Establishes credibility and trust in the eyes of clients, colleagues, regulators, funders and partners. Is recognised as being principled and as having expertise as a leader.</p>
REPUTATION	<p>Provable Results Is accountable. Delivers measurable outcomes. Driven and energetic; striving to meet targets and quality outputs for customers and colleagues.</p>

REPUTATION **Disrupting Disadvantage**
Promotes fairness and seeks to provide added advantage and opportunity to those who would normally be disadvantaged.

PEOPLE **Resilience & Bounce Back**
Deals effectively with unexpected challenges and adversity. Quickly recovers to take a positive stance to set backs and disappointments.

PEOPLE **Builds Capability & Realises Potential**
Plays an active role in their own and others' development. Encourages and inspires others to realise ambitions and potential.

PEOPLE **Safety First**
Always puts safety first. Creates a safe, healthy and caring workplace that is expressed in all operational activities and interactions with others.

OUR VALUES

Employees are expected to commit to and demonstrate HHA/MCM's values:

TOGETHER We are inclusive and accepting of difference.
We work in highly effective teams and our people are connected across our organisation.
We engage proactively with others to deliver outcomes.

COURAGEOUS We speak up constructively in line with our convictions.
We pursue our goals with determination.
We are passionate about our advocacy role.

CURIOUS We are inquisitive and ask why.
We challenge the status quo.
We actively explore the alternatives.

OPEN We are transparent and have genuine, honest interactions.
We listen and hear people's voices.
We value and respect the autonomy of clients.
We trust one another.

ACCOUNTABLE We act safely in all our interactions.
We manage within our financial and resource boundaries.
We own our outcomes and decisions.
We are proud of the work that we do.