

Position Description

Position title	Community Mental Health Nurse
Department / Division	Division of Medicine / Mental Health
Classification	Grade 3 Registered Psychiatric Nurse (NP81-NP74)
Position reports to	Operational: Site and Team Coordinator Professional: Senior Psychiatric Nurse
No. of direct & indirect reports	Not applicable
Location	Royal Children's Hospital, Travancore Site
Risk category	Category B - works in a patient facing setting but rarely or unlikely to have contact with blood or body fluids (or aerosols without PPE)

The Royal Children's Hospital

The Royal Children's Hospital's (RCH) vision is *A world where all kids thrive*.

RCH is located within the Melbourne Biomedical Precinct, with more than 45 world-class biomedical organisations and more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region for health, education, research, and training. Within this, RCH is also a cornerstone member of the Melbourne Children's Campus, partnering with Murdoch Children's Research Institute, The University of Melbourne Department of Paediatrics and The Royal Children's Hospital Foundation. Each organisation contributes to a paediatric academic health centre which is greater than the sum of its parts.

RCH has cared for the children and young people of Victoria for more than 150 years since it was founded in 1870. A full range of paediatric and adolescent health services are provided plus tertiary and quaternary care for the most critically ill and medically complex patients in Victoria, Tasmania, southern NSW and other states around Australia and overseas. The RCH is the only provider of heart transplant services and CAR T-cell therapy for paediatrics in Australia. RCH is an effective advocate for patients and their families with a particular focus on vulnerable children and increasingly, mental health in young people. The hospital also supports many health promotion and prevention programs. The Hospital has more than 6,000 staff, a budget of \$850M, 12 wards and 350 beds. Annually, the RCH has 300,000+ Specialist Clinic appointments, 90,000+ Emergency Department presentations and 20,000 elective surgeries.

We work collaboratively with hospitals to deliver the right care, in the right place, at the right time. The RCH is committed to the Child Safe Standards <https://www.rch.org.au/quality/child-safety/>.

RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.

Further information on RCH is available at www.rch.org.au

ROLE CONTEXT

RCH Mental Health is a Level 5 tertiary Infant, Child and Family Area Mental Health and Wellbeing Service and comprises community and hospital-based services. This includes three multidisciplinary community teams which are

based in Travancore, St Albans and Tarneit. This position will be based in the location listed above, however you may be required to work across sites should the needs of the service require this.

The Community teams are led by a partnership between Team Coordinator and Consultant Psychiatrist, with the Team Coordinator responsible for the operational functioning of the team, and the Consultant Psychiatrist accountable for driving high quality clinical care across the Team.

The multidisciplinary Community teams may include workers and clinicians from a range of backgrounds such as speech pathology, nursing, social work, clinical psychology, neuropsychology, occupational therapy, family peer support, family therapy, psychiatry and paediatrics.

The Travancore Community Team also provide an In2School program which is a 6-month intensive day program for children with school engagement difficulties and associated Mental Health problems.

ROLE PURPOSE

Working within a multidisciplinary team, the Community Mental Health Nurse will provide high quality, tertiary mental health care for infants and children 0 to 11 years and their families through skilled assessment, treatment, and case management. You may also be rotated for a 6-month period to work in the In2School day program periodically.

This role will be involved in providing consultation to teams and services within the hospital, and external organisations and service providers to promote collaboration and build capacity.

KEY ACCOUNTABILITIES

Clinical practice

- Purposefully and expertly engage infants, children and their families in evidence-based, recovery focused care, including mental health promotion and prevention.
- Effectively and competently undertake triage and assessment functions, including for children and young people in crisis.
- Manage a caseload according to service standards by providing high quality clinical care including assessment, collaborative Individual Treatment Planning, providing high quality therapeutic care, and well-planned discharge.
- Participate in a clinic-based appointment system and roster for the provision of the team's crisis response, single session interventions, and priority appointments.
- Provide care through outreach, visits to education settings, community settings, etc. as clinically necessary.
- Work collaboratively with other disciplines within the team to provide high quality inter-disciplinary care.
- Provide clinical support to the In2School day program on a rotational basis.
- Apply verbal communication and interpersonal skills to interact with clients, colleagues, and stakeholders.
- Maintain clinical documentation records as per RCH policies, procedures, and guidelines and Registered Nurse Standards for Practice.
- Complete mandatory client contacts, outcome measures and report activity levels (statistics) to support the team to meet KPI obligations.
- Work within legal and ethical obligations to provide family focussed care.
- Demonstrate a commitment to culturally safe and sensitive nursing care.
- Provide support to junior nursing staff with respect to decision-making and care planning

- Ensure timely provision of discipline services through appropriate prioritisation of own caseload, that of junior staff as well as patient needs

Optimising health systems

- Provide child-centred, family focused care through partnership with families and carers
- Work in collaboration with the multidisciplinary team
- Build and maintain relationships with key stakeholders, both internal and external, including health, education, and community services Support others to review, reflect on and evaluate their own practice
- Provide effective supervision to junior and less experienced clinicians.
- Meet CPD requirements of as per AHPRA
- Support adherence to procedures and regulatory standards set by the Royal Children's Hospital, Australian Commission on Safety and Quality and the Nursing and Midwifery Board of Australia
- Collaborate with multidisciplinary teams to streamline processes and enhance patient outcomes
- Maintain accurate records of client contact through Electronic Medical Record (EMR) system and record contact hours

Education

- Participate in professional development activities to ensure that best clinical practice is maintained.
- Identify personal and professional development needs, and plan and implement strategies for achieving them.
- Facilitate the professional development of nurses and other colleagues through role modelling, mentoring, and coaching
- Maintain currency with evidence-based nursing practices, research findings, and educational resources

Research and improvement

- Monitor and evaluate clinical practice and implement changes to enhance patient outcomes in collaboration with the multidisciplinary team
- Contribute to the integration of nursing research findings into clinical practice, promoting a culture of evidence-based care
- Contribute to quality by identifying areas for improvement and participating in incident management

Professional leadership

- Provide strong leadership, guidance, and support to junior staff, promoting a positive and collaborative culture
- Promote teamwork, collaboration, and effective communication among the team, encouraging a supportive and respectful work environment
- Collaborate with the site and team coordinator and other leaders to develop and implement initiatives that align with RCH strategic plan and organisational priorities
- Act as a positive role model and uphold professional conduct

QUALIFICATIONS AND EXPERIENCE

Essential

- Current registration as a Registered Nurse with the Nursing and Midwifery Board of Australia (NMBA) administered through the Australian Health Practitioner Regulation Agency (AHPRA)

- Relevant clinical experience
- Demonstrated commitment to ongoing personal and professional development, as evidenced by a Continuing Professional Development (CPD) record or Professional Practice Portfolio (PPP)

Desirable

- At least two years of post-qualifying experience in mental health
- A postgraduate diploma in psychiatric/mental health nursing or completion of a specialist undergraduate Mental Health Nursing program or a specialist post basic course of training which led to registration as a Division 3 Nurse.
- Completion of a mental health graduate nurse program
- Clinical experience in a tertiary mental health setting
- Demonstrated effectiveness in working in true partnership with other community mental health teams and community/family welfare agencies to plan and implement effective interventions for infants and children experiencing complex mental health problems
- Experience in supervising nursing students
- Understanding of the healthcare sector and / or child development
- Completion of the Developmental Psychiatry Course (DPC)

KEY SELECTION CRITERIA

- Demonstrated clinical nursing skills and experience in the provision of effective and efficient child and adolescent triage, assessment and mental health care.
- Demonstrated ability to build and maintain working relationships with key stakeholders to maximise service. coordination and cooperation as well as secondary consultation and capacity building with community agencies
- Demonstrated interest or experience in research, quality improvement and program evaluation.
- A commitment and evidence of evidence-based practice and continuing professional development including an ability to find and apply evidence in decision-making.
- Highly developed written and verbal communication skills and inter-personal skills
- Demonstrate awareness and understanding of legal obligations when working in a CAMHS context in Victoria
- A flexible and adaptable approach to functioning in a team environment that enhances the team's high performance

OTHER REQUIREMENTS

- Employees are required to undertake a National Criminal Record Check and a Working with Children Check prior to commencing employment
- Employees are required to maintain a valid Working with Children Check throughout their employment
- A current, full driver's licence for the State of Victoria which is appropriate for the type of vehicle being driven, and comply with any restrictions on their licence (e.g. wearing glasses) while undertaking hospital duties (If applicable)
- Employees are required to maintain compliance with RCHs "Staff Immunisation - Prevention of Vaccine Preventable Diseases" procedure.

IMPORTANT INFORMATION

All employees are required to adhere to the Royal Children's Hospital Values:

- Curious - We are creative, playful and collaborative
- Courageous - We pursue our goals with determination, ambition and confidence
- Inclusive - We embrace diversity, communicate well, build connections and celebrate our successes together
- Kind - We are generous, warm and understanding

RCH COMPACT

All new and existing employees commit to the RCH Compact to contribute to a strong and respectful culture.

- We do better work caring for children and families when we also care for each other
- I bring a positive attitude to work – I share, I laugh, I enjoy other's company
- I take responsibility for my behaviour and its impact on others
- I am curious and seek out ways to constantly learn and improve
- I celebrate the good stuff, the small stuff, the big stuff – it all matters
- I speak up when things aren't right
- I value the many different roles it takes to deliver great patient care
- I actively listen because I want to understand others and make better decisions
- I am inclusive and value diversity
- When it comes to teamwork, I don't hold back – I'm all in

QUALITY, SAFETY AND IMPROVEMENT

RCH employees have a responsibility and accountability to contribute to the organisation's commitment to Quality, Safety and Improvement by:

- Acting in accordance and complying with all relevant Safety and Quality policies and procedures
- Identifying risks, reporting and being actively involved in risk mitigation strategies
- Participating in and actively contributing to quality improvement programs
- Complying with the requirements of the National Safety & Quality Health Service Standards
- Complying with all relevant clinical and/or competency standards
- Complying with the principles of Patient and Family Centred Care that relate to this position

The RCH is committed to a diverse and inclusive workforce. We encourage applications from Aboriginal and Torres Strait Islander people, people from culturally and/or linguistically diverse backgrounds, all members of the LGBTQI community and people with disability.

Position description last updated

June 2026