



Inclusive

Compassionate

Progressive

Accountable

2026 Academic Year

Student Midwife – Employment Model

Post Graduate Education for 2026 has “NO HECS Fees”

.8 eft – 64 hours fortnight

Want to work with women and families to provide education and care in all aspects of pregnancy, birth and early parenting? Looking for one of the most rewarding career paths a Nurse can take? Come join us here in Swan Hill Maternity Services and start your journey to become a midwife today!

Swan Hill District Health is a fully accredited sub regional referral health service providing care to a catchment population of approximately 28,000. In conjunction with Latrobe University Bendigo there is the opportunity for Registered Nurses to apply for a position in the Post Graduate Diploma in Midwifery Science (Paid Employment Model). SHDH is a level 3 maternity service and offers level 2 newborn care under the DHHS Capability framework. Placement for higher level birthing experience and nursery care is a component of the course

For more information contact NUM Midwifery, Leonie Gilbert 5033 9302. lgilbert@shdh.org.au

Applications including the names of three referees should be forwarded to: People & Culture Manager Email: Employment@shdh.org.au or address to People & Culture, Swan Hill District Health, PO Box 483, Swan Hill 3585, Victoria.

Applications will only be accepted if they address the Key Selection Criteria and include an APPLICATION FOR EMPLOYMENT FORM.

Email applications are preferred.

Closing Date: Friday 24th July 2025

Swan Hill is a friendly rural community perched on the banks of the beautiful Murray River with so many lifestyle and family friendly entertainment activities available throughout the year.

Aboriginal and Torres Strait Islander people are encouraged to apply



Position:	Postgraduate Diploma of Midwifery paid Employment Student Model
Classification:	Student Midwife (Substantive Category)
Department:	Midwifery
Reports to:	Midwifery Unit Manager
Position Summary:	Student Midwife provides antenatal, intrapartum, postnatal care to women under the direct supervision of a Registered Midwife
Responsibilities:	<p><u>Outcome:</u></p> <p>Completion of the requirements of the Midwifery post graduate course to achieve midwifery registration.</p> <p><u>Performance Indicators:</u></p> <ul style="list-style-type: none">• Develops clinical skills in the care of antenatal/laboring & postnatal women and their families.• Develops the capability to initiate infant resuscitation measures for the newborn.• Works with the multi-disciplinary team in care planning• Reports to midwife and doctor changes in a women's physical, psychological and emotional well-being appropriate to scope of practice.• Checks records and administers medications according to SHDH policy• Reports OH&S concerns as per SHDH policy• Ensures the safety of patients, visitors, staff and the security of hospital property and equipment. <p><u>Administration:</u></p> <ul style="list-style-type: none">• Attends and proactively participates in relevant Hospital and Midwifery Unit meetings.• Participates in collaborative rostering to ensure student clinical placement needs are able to be met. <p><u>Education:</u></p> <ul style="list-style-type: none">• Assists with health education relating to parenting and discharge planning for women and their significant others.• Commits to learning opportunities within the multidisciplinary team i.e.: Lactation Consultant/ antenatal classes etc• Takes relevant education opportunities external to the Midwifery unit i.e.: PIPER advance resuscitation, Fetal Surveillance Education Program etc• Maintain all SHDH and Midwifery specific annual competencies <p><u>Legal Responsibilities:</u></p> <ul style="list-style-type: none">• Functions in accordance with legislation and common law affecting nursing and midwifery practice.

Key Selection Criteria:	<ul style="list-style-type: none"> • Demonstrated skills in communication, conflict resolution, negotiation and problem solving. • Understanding the role of the midwife within a primary healthcare framework. • Understanding of, and commitment to, Work Health & Safety, infection control and quality improvement principles. • Demonstrated understanding and commitment to the requirements of the Latrobe University post graduate Midwifery Program including continuity of care experiences. • Driver's Licence. • Australian citizen or permanent residency. • Registered Nurse with Nursing and Midwifery Board of Australia, with post registration experience, Current National Police Check. • Evidence of immunisation records/history as part of the Health Services Act 1988, 2020 Amendment (Mandatory Vaccination of Healthcare Workers), through either documentation or copy of serology report.
Salary/Award:	Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2024-2028.
Infection Control:	<ul style="list-style-type: none"> • Each staff member has a responsibility to minimise exposure to incidents of infection/cross infection of residents, staff, visitors and the general public. • The risk minimisation strategies are to be supported by all staff adhering to the Infection Control Manual policies, procedures and guidelines.
Continuous Quality Improvement:	<ul style="list-style-type: none"> • Each staff member is expected to demonstrate a commitment to best practice. • All staff shall take responsibility for their own practice and share responsibility for creating and maintaining a system that provides safe, high quality health care. • All staff will participate in quality improvement activities aimed at improving patient outcomes and maintaining accreditation standards. • It is the responsibility of every staff member to be familiar with Health Service-wide and specific Department Policies & Protocols.
Person Centered Care:	<p>The Health Service supports in its values the philosophy of Person-Centered Care to ensure all people, including health service providers, clients, their carers and family members are respectfully cared for and encouraged to participate in the provision of quality health care.</p> <p>We recognise diversity is part of every person & as such providers of health care must be actively involved in developing models of care that are person centered.</p>
Child Safety:	<p>All children have the right to feel and be safe. Keeping children safe is everyone's responsibility. SHDH is committed to providing a child safe environment where children are safe and feel safe, and where their voices are heard about the decisions that affect them.</p> <p>SHDH have zero tolerance to child abuse.</p> <p>Each employee has a responsibility to adhere to this requirement. Any breach of this standard will result in disciplinary action.</p>
Our Purpose:	<p>Connected Care / Best Experience</p> <p>SHDH commits to meet the growing health care needs of our community</p>

	through our new vision to provide better connected care and to achieve the best care experience.
Privacy and Confidentiality:	<p>SHDH are committed to protecting patient and staff privacy and confidentiality, as it is an important aspect of our commitment to providing high quality services. In accordance to both the Health Records Act and the Information Privacy Act, information should only be used and disclosed for the primary purpose of its collection.</p> <p>Each employee has a responsibility with adhere to SHDH's Privacy and Confidentiality Policy, as it is a condition of employment. Any breach of the rules of privacy and/or confidentiality relating to health service business, patients or medical records will result in disciplinary action.</p>
Mandatory Training:	All employees must be aware of and complete designated mandatory training within the required time frame.
Safety:	<p>RESPONSIBILITIES: It is the responsibility of every staff member to:</p> <ul style="list-style-type: none"> • Take reasonable care for their safety and the safety of others while at work. • Report accidents, incidents and potential hazards as soon as reasonably practicable to their supervisor and record on VHIMS reporting system. • Advise their supervisor if they have an injury or illness that may affect their ability to perform the inherent requirements of their position. • Be familiar with emergency and evacuation procedures as detailed in the Emergency Procedures Manual. • Complete all Mandatory training requirements as identified and directed. • Comply with the Occupational Health and Safety Act and all SHDH O.H. & S. online Policies and Procedures.
Asset Management:	Staff with asset management responsibilities are required to adhere to the Asset Management Policy and Protocols.
Review:	Completion of My Work Plan on a yearly basis.
Previous Revision dates: Current:	July, 2018 January 2020, July 2023, July 2024. June 2025.
Managers Name:	L. Gilbert
Managers Signature:	
Employees Name:	
Employees Signature:	



The Application for Employment form is required to be submitted with the following documents:

- ☐ Covering letter in support of application
- ☐ Response to Key Selection Criteria
- ☐ Applicants Curriculum Vitae

Position Applying for

General Information

Name

Address

Contact

Home phone

Mobile

Email

Are you of Aboriginal/Torres Strait Islander Origin? ☐ No ☐ Aboriginal ☐ Torres Strait Islander
(This question is voluntary)

Do you wish to be identified under this category? ☐ Yes ☐ No

Are you an Australian Citizen or Permanent Resident: ☐ Yes ☐ No Date of Grant/...../.....

If no, what is your current Visa Status – Visa type Expiry date/...../.....

Place/Country of issue: Issue Number:

Do you require sponsorship? ☐ Yes ☐ No

Conditions of Employment

Employment conditions are governed by the relevant Public Sector Health Industry Awards and EBAs relevant to the position applied for:

Initial employment is subject to:

- 6 months' probationary period (with a review at 3 months.)
- Requirement to work any shift
- Requirement to work in any department as required

Hours of Work – (Availability)

Discipline/Misconduct

Have you experienced discipline or misconduct action at any previous employment? ☐ Yes ☐ No

If **Yes**, please provide details:

Police and Working with Children Checks

Satisfactory Police Checks, and in some areas, Working with Children Checks are mandatory at the point of employment.

If you have a current Police Check and/or Working with Children Check, please show the check identifying numbers and the date of issue: _____

Upon engagement, you will be required to provide the necessary information to complete a Check. Please note that it is a condition of employment that you maintain a current satisfactory Police Check and, if required, Working with Children Check.

Pre-existing Health and Injury Declaration

Swan Hill District Health (SHDH) is committed to achieving a safe working environment for all employees. As part of this, it is our objective to ensure potential employees are not required to work in duties that they are not able to perform safely. As part of the application process for employment with SHDH, we request you to disclose any pre-existing injury or disease which may be adversely affected by the performance of the inherent requirements of the position you have applied for – as described in the Position Description for the position.

Pursuant to S.41 (1) and (2) of the *Workplace Injury Rehabilitation and Compensation Act 2013*, you are required to disclose to SHDH any pre-existing injury or disease that you have suffered of which you are aware, and could reasonably be expected to foresee, could be affected by the nature of this proposed employment.

Failure to make a disclosure, or the making of a false or misleading disclosure, would disentitle you to compensation pursuant to the *Workplace Injury Rehabilitation and Compensation Act 2013* should you suffer any reoccurrence, aggravation, acceleration, exacerbation or deterioration of your pre-existing injury or disease arising out of, or in the course of, or due to the nature of with SHDH. SHDH will rely upon any failure to disclose in accordance with the provisions of the *Workplace Injury Rehabilitation and Compensation Act 2013* as grounds for denying compensation in accordance with S.41 (1) and (2).

Should any alteration, change or rearrangement be necessary to enable you to carry out the inherent requirements of the position, we also request that you disclose these requirements. SHDH is an equal opportunity employer and will arrange any reasonable adjustment to enable a person with a disability to perform the inherent requirements of the position and therefore compete equally with other applicants for this position. Please disclose in the place below any pre-existing injury or diseases that you suffer from, or have suffered from, which could be affected by the nature of your proposed employment with Swan Hill District Health.

Disclosure advice: - (to be completed by the applicant)

I confirm that I have read and understood the contents of the above information and state that I have disclosed all relevant information in relation to my health and physical ability to carry out the inherent requirements of this position.

Signature of applicant: _____ **Date:**/...../.....

NOTE: If providing this form electronically, you accept that the information is true and correct by the action of submitting the form. You will be requested to sign the printed version at your interview if you are selected.

Enquiries:

Email address: employment@shdh.org.au

Phone: 03 50339315

Postal Address: PO Box 483 SWAN HILL VIC 3585