



**Swan Hill
District Health**



Inclusive

Compassionate

Progressive

Accountable

Grade 2 Registered Nurse or Endorsed Enrolled Nurse

Positions available for an Registered Nurse to join our enthusiastic team of Health Professionals in the Emergency department at Swan Hill District Health.

The Position

As a Grade 2 RN / EEN in our ED, you'll be at the heart of patient care, providing expertise across all aspects of emergency nursing. From critical care to routine emergencies, no two days are the same, and your contribution will directly impact patient outcomes.

You Bring

- Minimum 2 years' experience as a Nurse in either an Emergency or Acute setting
 - AHPRA Registration
 - Flexibility to work across a rotating 7-day roster
 - Strong communication and documentation skills
 - Proven ability to work under pressure
 - A team player who collaborates to achieve the best patient outcomes
 - Attention to detail and commitment to quality care

About Swan Hill: Swan Hill is situated in North-West Victoria, 4 hours by road or 5 hours by train from Melbourne CBD. Located on the beautiful banks of the Murray River with multiple tourist attractions and community events in the surrounding region.

About Swan Hill District Health: Swan Hill District Health is a 143 bed (including Aged Care), fully integrated rural public health facility servicing a greater community of around 35,000 people. Our vision at, Swan Hill District Health, is to provide clear, connected care, best experience for our community

SHDH is a compassionate, family friendly employer where every employee is a valued team member. Inclusive of a perfect work/life balance, SHDH also provides:

- ®A dynamic workplace
- ®Discounted Corporate gym memberships
- ®Salary Sacrifice/Packaging
- ®Professional Development opportunities
- ®Employee Assistance Program

To apply for this position please email your completed Application for Employment Form, Cover letter, CV and Responses to the Key Selection Criteria, to employment@shdh.org.au. You will find the documents required on our website – Vacant positions

Swan Hill District Health is an equal opportunity employer committed to diversity and inclusion. We welcome applications from Aboriginal and Torres Strait Islander people, people with diverse cultural and linguistic backgrounds and people with disability.

Swan Hill District Health reserve the right to interview and appoint candidates prior to this date.



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Position:	Registered Nurse
Classification:	Grade 2 (YP3 – YP9)
Department:	Emergency Department
Reports to:	Nurse Unit Manager
Position Summary:	The Emergency Department Grade 2 RN is a responsible and accountable health professional who provides safe, high-quality patient care in a fast-paced environment. Working collaboratively with the multidisciplinary team, you will assess and manage patient needs, implement care plans, and support patients and their families. The role requires strong communication, attention to detail, and the ability to prioritise effectively under pressure, while contributing to the smooth operation of the department.
Responsibilities:	<p><u>Patient Care:</u></p> <p><i>Outcome:</i> Clinically appropriate care is delivered in a safe, therapeutic environment by competent professionals who comply with all legal, regulatory and organisational requirements.</p> <p><i>Performance Indicators:</i></p> <ul style="list-style-type: none"> • Conduct systemically patient assessment, interprets clinical data, and identifies patient needs in a timely manner. Ensures nursing assessment and documentation is accurate, complete, and timely. • Applies professional knowledge and skills to develop, implement, and document individualised plans of care that reflect patient needs. • Actively involves patients, families, and carers in care planning, goal setting, and decision-making throughout the episode of care • Implements the plan of care by providing direct care to patients • Works collaboratively within the multidisciplinary team to ensure coordinated, patient-centred care. • Engages in ongoing professional development and continuing clinical education to maintain and enhance nursing competency of self and others. Promotes evidence-based practice and contributes to quality improvement initiatives. • Follows safe patient handling principles, including “No Lift” practices, during patient care and transfers. • Liaises with Ward Staff to ensure appropriate and timely transfer of patient for ongoing care. • Coordinates effective and safe patient discharges, ensuring the needs of patients and carers are addressed. <p><u>Management:</u></p> <p><i>Outcome:</i> The Emergency Department is managed efficiently and effectively, supporting optimal patient outcomes and a safe, well-coordinated workplace.</p> <p><i>Performance Indicators:</i></p> <ul style="list-style-type: none"> • Participates in all relevant department meetings and represents

	<p>unit/department as required/requested by the Nurse Unit Manager.</p> <ul style="list-style-type: none"> • Contributes to collaborative rostering that balances organisational, industrial, and individual staff requirements. • Liaises with multidisciplinary teams and external services to support coordinated, high-quality patient care. • Assumes responsibility for specific portfolio(s) within the department and communicates updates, progress, and outcomes to the nursing team as required. • Accept accountability for own actions and seek guidance when a situation exceeds experience and/or knowledge
Key Selection Criteria	<p>Essential:</p> <ul style="list-style-type: none"> • Current registration as Registered Nurse with the Australian Health Practitioner Regulation Agency. Nursing and Midwifery Board of Australia Checks. • Minimum 2 years' experience in Emergency or Acute settings <p><i>Professional Attributes:</i></p> <ul style="list-style-type: none"> • Ability to work effectively in a fast-paced, high pressure ED environment • Commitment to ongoing professional development and maintenance of clinical competencies • A collaborative team player who works well within a multidisciplinary team to support safe, high-quality patient care. • Strong attention to detail in assessment, documentation and medication administration. • Ability to work both independently and collaboratively with patients, families and carers across the emergency care continuum • Flexible, adaptable and responsive to changing clinical priorities • Flexibility to work shift work (Rotating 7-day roster) • Computer literacy skills <p>Additional Requirements:</p> <ul style="list-style-type: none"> • Current National Police Record Check • Current "Working with Children Permit" • 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. It is required that there is immunisation for all vaccine preventable illnesses.
Salary/Award:	Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2021-2024.
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.

	<ul style="list-style-type: none"> • 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>
Our Purpose:	<p>Connected Care / Best Experience SHDH commits to meet the growing health care needs of our community through our new vision to provide better connected care and to achieve the best care experience.</p>
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 to 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:	<p>All employees must be aware of and complete designated mandatory training within the required time frame.</p>
Safety:	<p>RESPONSIBILITIES: It is the responsibility of every staff member to:</p> <ul style="list-style-type: none"> • Take reasonable care for your safety and the safety of others while at work. • Report accidents, incidents and potential hazards as soon as reasonably practicable to your supervisor and record on VHIMS reporting system. • Advise your supervisor if you have an injury or illness that may affect your ability to perform the inherent requirements of your 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:	<p>Staff with asset management responsibilities are required to adhere to the Asset Management Policy and Protocols.</p>
Review:	<p>Completion of My Work Plan on a yearly basis.</p>
Previous Revision dates:	<p>June 2005, March 2011, May 2018, Feb 2022</p>

Current:	Jan 2026
Managers Name:	Kath Curran
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	
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General Information

Name	
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Address	
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Contact	<u>Home phone</u>	<u>Mobile</u>	<u>Email</u>
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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