

# ROLE DESCRIPTION

## College Nurse

### MISSION

Inspired by the Gospels, and in the spirit of John XXIII, Mary Ward and Ignatius Loyola, we seek to be people of competence, conscience and compassion who are committed to God and the service of others.

### VISION

To be a leading Catholic, independent, co-educational College where academic and personal excellence, along with the commitment to serve others and seek justice, are the aspirations of every student.

### STRATEGIC PILLARS

- Enriching our Catholic Community of Faith
- Inspiring Educational Excellence
- Cura Personalis (Care for the Whole Person)
- Nurturing an Inclusive Community
- Sustainability

### POSITION IDENTIFICATION

SECTION	Administration Staff
POSITION	College Nurse
REPORTS TO	Business Manager
AWARD	John XXIII College Inc Non-Teaching Staff Enterprise Bargaining Agreement 2014

### POSITION OVERVIEW

The College Nurse contributes to mission of the College and wellbeing of the College community by providing health care to students, staff and visitors. The Nurse works autonomously and independently, providing consultation, assessment, management and follow-up of all injuries and illness.

### PRINCIPAL RESPONSIBILITIES

- Provide health care to students, staff and visitors to the College.
- Works autonomously and independently, providing consultation, assessment, management and follow-up of all injuries and illness.
- Provide psychological and emotional support.
- Administer first aid within scope of First Aid training.
- Attend to Health Centre administration tasks.
- Work within boundaries of Nursing qualification, knowledge and job description.
- Work under Code of ethics for Nurses and National competency standards to provide evidence-based nursing care.
- Accountable to the Nursing and Midwifery Board of Australia and AHPRA.
- Liaising with teachers about students' medical needs during camps/excursions/tours.

### SELECTION CRITERIA

- Minimum of five years post-graduate nursing experience.
- Supportive of the Catholic Ethos and values of John XXIII College.



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- Strong organization and time management skills with the ability to handle varied requests and prioritize tasks.
- Actively demonstrate a commitment to Child Safety and Wellbeing.
- Ability to work independently and autonomously.
- Strong administrative and organisational skills.
- Strong interpersonal and communication skills and ability to work collegially within a team.
- Proven ability to demonstrate initiative.
- Aspires to provide continuous improvement in School Nursing standards.
- Committed to Work Health and Safety compliance.
- Appropriate computer and related software application skills.

### MANDATED REQUIREMENTS

- Current registered Nurse with AHPRA.
- Current Working with Children card.
- National Police Clearance.
- Current "Provide First Aid" Certificate.
- Current CPR Certificate.

### DESIRABLE QUALIFICATIONS

- Current School Nursing experience.
- An understanding of Youth Mental Health and Wellbeing.

### APPLICATION PROCESS

Please submit the following to the College Principal:

- A letter of application, including a statement addressing the selection criteria.
- A copy of your current resume.
- Contact details of two professional referees.

Also complete the College Nurse Application Form on the College website:

<http://www.johnxxiii.edu.au/view/employment-opportunities/employment-opportunities>



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