



JOB TITLE	Registered Nurse
DATE	July 2025
REPORTS TO	Senior Nurse Manager

JOB DESCRIPTION

Purpose of role

The Registered Nurse (RN) plays a key role in delivering culturally safe, holistic, and person-centered care to Aboriginal and/or Torre Strait Islander clients. Working within a multidisciplinary team across our clinics and outreach locations, the RN supports the promotion of health and wellbeing, illness prevention and chronic disease management.

Main duties and responsibilities

Core objectives include:

- Provide high quality, evidence-based nursing care within scope of practice.
- Deliver health assessments, immunisations, wound care, venepuncture, and chronic disease management.
- Cannulate and collect blood samples safely and efficiently in line with clinical protocols.
- Work collaboratively with Aboriginal Health workers and other clinical staff to provide culturally appropriate care.
- Participate in outreach clinics to Eden, Wallaga lake, and other sites as required.
- Engage in health promotion and community development activities to support local health priorities.
- Maintain accurate and timely clinical documentation in the electronic health record system.
- Assist in the development and implementation of patient care plans, recalls and follow up systems.
- Contribute to quality improvement initiatives, clinical audits and accreditation processes.
- Adhere to infection control, cold chain management and workplace health and safety standards.
- Actively promote and book Health Checks and TCA/GPMP's consistent with set criteria as per clinical guidelines.
- Perform routine pathology tests, screening and other duties such as ABI, foot checks, spirometry and ECGS etc.
- Ensure nursing targets and KPI'S are achieved in line with Katungul's funding agreement and National Key Performance Indicators.
- Provide and initiate other primary health care clinical services required and necessary.

The above list is not exhaustive and the role may change to meet the overall objectives of the company.

Other duties

Fulfil other duties as required by management and other department personnel as requested/required.

PERSON SPECIFICATION**Qualifications**

- Current registration with AHPRA as a Registered Nurse.
- Immunisation Certificate or willingness to obtain.

Experience

- Minimum of 3 years post graduate nursing experience.
- Experience in primary health care, community health, or chronic disease management.
- Competence in venepuncture.
- Proven ability to provide culturally safe, trauma-informed care.

Knowledge

- Provide advice, education and referrals as necessary.
- Demonstrated understanding of the health issues impacting Aboriginal and Torres Strait Islander peoples.
- Educate and enforce infection control policies and procedures within the clinical setting.

Skills & competencies

- **Cultural capability:** The ability to plan, support, deliver and improve services in a culturally safe, respectful, holistic and appropriate manner.
- **Customer service focused:** committed to providing exceptional customer service across all channels – written, phone and face to face.
- **Communication:** the ability to communicate clearly and concisely, varying communication style depending upon the audience.
- **Attention to detail:** excellent attention to detail and written skills when communicating with others, both internally and externally.
- **Commerciality:** ability to apply knowledge in a practical, commercial manner.
- **Teamwork:** willingness to assist and support others as required and get on with team members.
- **Time management/organisation:** accomplish objectives effectively within time frame given and carry out administrative duties within portfolio in an efficient and timely manner.

Personal attributes

- Professional approach.
- Ability to work under pressure.
- Confident manner.
- Positive approach to change.

Other

- Willingness to participate in ongoing cultural safety training and self-reflection.
- NSW Working with Children Check
- Nationally Coordinated Criminal History Check (Police Check)
- Current Australian Driver Licence
- Ability to travel between Katungul's sites to assist with cover of the Nurses roster as required.

This job description serves to illustrate the scope and responsibilities of the post and is not intended to be an exhaustive list of duties. You will be expected to perform other job-related tasks requested by management and as necessitated by the development of this role and the development of the business.

ACKNOWLEDGEMENT

I certify that I have read, understood and accept the duties, responsibilities and obligations of my position.

SIGNED BY YOU

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Employee

.....
Date

SIGNED BY MANAGEMENT

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Manager

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Date