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GOVERNANCE AND IMPLEMENTATION

This resource should be reviewed and endorsed in accordance with the organisation's governance and document control processes prior to implementation.

[Insert Organisation's Letterhead / Header]

DUTY STATEMENT

POSITION TITLE:	Family and Child Health Nurse
REMUNERATION/CONDITIONS:	In accordance with the Nurses Award 2020
POSITION STATUS:	Full-time
DIRECTLY RESPONSIBLE TO:	Practice Manager / Clinical Director
PERFORMANCE APPRAISAL:	6 month probationary period; performance reviews every 12 months thereafter
POSITION FUNCTION:	The Family and Child Health Nurse provides culturally safe, comprehensive nursing care and health promotion for Aboriginal and Torres Strait Islander mothers, infants, children, and families. The role focuses on early childhood development, parenting support, immunisation, nutrition, and the promotion of physical, social, and emotional wellbeing. The nurse works collaboratively with families, communities, and multidisciplinary teams to support optimal child health outcomes and strengthen cultural connection.
MINIMUM SKILLS REQUIRED:	Registered Nurse with current AHPRA registration and additional qualifications/experience in maternal, child or family health nursing

POSITION SUMMARY

This position delivers primary health care, developmental surveillance, and health education to Aboriginal families with young children. The Family and Child Health Nurse provides home visiting, clinic-based services, and outreach to ensure early identification of health and developmental concerns. The role supports parents/carers to build parenting confidence and access relevant services in a culturally respectful manner.

RESPONSIBILITIES

Clinical Care and Health Promotion

- Conduct health assessments, developmental screenings, immunisation checks, and breastfeeding support for infants and young children
- Provide antenatal and postnatal care, including parenting education and referral to specialist services as needed
- Deliver health promotion activities addressing nutrition, oral health, injury prevention, immunisation, and child safety
- Support families with infant feeding, growth monitoring, and parenting strategies
- Facilitate timely referrals to allied health, mental health, social services, and specialist clinics

Cultural Safety and Family Engagement

- Provide culturally safe care that respects Aboriginal ways of knowing, being, and doing
- Build trusting relationships with families and support cultural identity and connection
- Work in partnership with Elders, Aboriginal Health Practitioners, and community members
- Encourage participation in cultural programs, parent groups, and community activities

Collaboration and Coordination

- Collaborate with multidisciplinary teams including GPs, AHPs, social workers, SEWB workers, and allied health providers
- Participate in case conferences, care planning meetings, and community health forums
- Liaise with external agencies such as child protection, education, and community services to support families

Documentation and Reporting

- Maintain accurate, timely, and confidential client records in line with organisational and legislative requirements
- Contribute to program monitoring, evaluation, and quality improvement activities
- Prepare reports and data submissions as required by funding bodies and management

Professional Development and Governance

- Participate in clinical supervision, reflective practice, and continuing professional development
- Adhere to WHS, infection control, and clinical governance policies
- Contribute to the development of service policies and procedures

MEETINGS

- Attend clinical and family support team meetings.
- Attend all-staff meetings
- Attend interagency, community or case planning meetings as required
- Stakeholder and partnership meetings as required

KEY PERFORMANCE INDICATORS

Focus Area	KPI
Clinical Service Delivery	≥90% of scheduled health checks and immunisations completed
Cultural Safety	≥90% of families report culturally safe and respectful care
Collaboration	Active participation in ≥90% of multidisciplinary care meetings
Documentation	100% compliance with clinical record-keeping standards
Professional Development	Attend ≥90% of mandatory training and professional development

PROFESSIONAL DEVELOPMENT

- Maintain AHPRA registration and comply with CPD requirements
- Engage in cultural safety training and maternal/child health education
- Participate in clinical supervision, peer review, and reflective practice
- Attend relevant workshops and conferences to stay current with best practice

ESSENTIAL SKILLS AND EXPERIENCE

- Registered Nurse with relevant qualifications and experience in family and child health nursing
- Strong understanding of Aboriginal and Torres Strait Islander health determinants and cultural protocols
- Excellent clinical assessment and health education skills
- Ability to work autonomously and collaboratively in multidisciplinary teams
- Commitment to culturally safe, trauma-informed care and community engagement

MANDATORY REQUIRMENTS

- Registered Nurse with current AHPRA registration and additional qualifications/experience in maternal, child or family health nursing
 - Youth / Mental Health First Aid (or willing to obtain)
 - Current CPR Certificate
 - National Police Check
 - Working With Children Check
 - Current Driver's Licence
 - Compliance with all organisational policies and procedures
 - Adhere to confidentiality and privacy requirements in line with the Health Records and Information Privacy Act 2002 (NSW) and other relevant legislation.
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SIGNATURE & ACKNOWLEDGEMENT

I agree to abide by the standards and policies and have read and understood the job description and agree to comply with same.

Employee Signature: _____

Date: _____

Manager Signature: _____

Date: _____