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<b>Position:</b>	Sustainable Farm Families Health Professional RN Div 1
<b>Classification:</b>	According to individual contract and Award
<b>Reports To:</b>	SFF Program Manager
<b>Hours of Duty:</b>	Part-time/Full-time
<b>Award and Conditions:</b>	According to individual contract and Award
<b>Minimum Qualifications:</b>	
Academic:	Registered Nurse RN Div 1 Registered with the Nurses Board of Victoria and eligible for interstate registration
Other:	Drivers Licence required

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### **PRIMARY OBJECTIVES:**

- To work within the National Centre for Farmer Health philosophy “Promoting the improvement of health and well-being of Australian farmers, farm employees and their families through leadership advocacy service research and education”.
- Contribute to the leadership and implementation of the SFF program and to assist in setting future direction for the Sustainable Farm Families program.
- Contribute to the delivery of Agrisafe clinics which may include performing clinical assessments such as audiology, pulmonary, visual acuity and other screening tests as appropriate and the dissemination of well-being and safety information to farm families and agricultural workers

### **SUSTAINABLE FARM FAMILIES PROGRAM:**

Is an evidence based award winning rural health program that addresses farmer health, well-being and safety issues by providing health awareness and education workshops. The program has been developed and led by WDHS, and is recognised regionally, nationally and internationally and aims to provide direction on the provision of health services to farming families.

### **DUTIES AND RESPONSIBILITIES:**

1. **Facilitation and communication skills** - a proven record in facilitation of groups and organisations to gain commitment and achieve action and outcomes. Good written skills are essential.
2. **Experience in extension practice** - to provide balanced leadership and assistance to collaborating team partners, SFF trainers and workshop attendees.
3. **Experience in dealing with the needs of multiple stakeholders** - including individual farmers, community networks, public agency research and extension staff (and management), health services, and occasionally funders of the SFF program.
4. **Evaluation and management skills** - Implementing evaluation and ensuring high quality data is collected at the program level will be essential, and computer skills will also be required. Timeliness and high level organisation skills are required.

5. **Self motivation** - the SFF Health Professionals needs to be a self starter with the ability to lead others into similar action and be able to work and nurse without supervision.
6. **Understanding of health, farming and rural communities in the primary industries** - an understanding or keenness to learn of the dynamic nature of productions systems in Australia would be desirable and strong desire to improve rural health outcomes.
7. **Ability to contribute to research projects** to a high standard and to timelines and budget;
8. **High level of competence** in use of computer and software products including word processing; excel and PowerPoint

The SFF Health Professionals will be required to ensure that they create co-learning opportunities focused on both SFF workshops as well as learning's for nurses regarding new methods of health promotion and health delivery, which is a clear break from traditional nursing practice.

#### **Specific SFF tasks include:-**

- Support and contribute to all facets of the SFF programs
- Maintenance of equipment and kits for the program and ensuring quality measures for calibration are in place
- Delivery of SFF workshops in the locations as designated and agreed.
- Familiarity with program process, presentations, resources, facilitator manuals, participant manuals and equipment
- Support and implement mechanisms and procedures for evaluating progress towards the objectives and goals of the SFF programs.
- Report any issues or concerns immediately to the SFF Program Manager.
- Ensuring all equipment is packed, transported, used appropriately and all returned to WDHS
- Travel will be required for this position mainly Victoria with some interstate.
- Act as an ambassador for the SFF program and the National Centre for Farmer Health

#### **Standards of Practice**

- To develop, maintain and contribute to the standards for nursing in line with best practice and current evidence base.
- Be conversant with current legislation, various state nurse requirements and Health Industry Standards with regard to nursing practice, safety and infection control and requirements of the SFF programs and ensure compliance.
- Participate in the review process and meet agreed operational objectives set for the performance period.
- Participate in professional and personal development utilising education sessions, seminars and meetings as requested

### **Professionalism**

- Maintain a high level of personal grooming and tidiness, hygiene and dress standards as required by the SFF program
- Taking and sustaining trust of SFF stakeholders through an honest, open and transparent approach.
- Taking responsibility for decisions and seeking to achieve the best use of resources
- Demonstration of WDHS Values

### **Quality Improvement**

- To assist with the development and implementation of quality programs to evaluate the SFF program

### **Communication**

- Promote a team approach through effective communication, consultation and co-operation with all members of the SFF and NCFH Team.

### **Public relations**

- Promote positive public relations with all members of the SFF programs at all levels including farmers, researchers, nurses, industry members and sponsors, media and the general public. Noting that all media comes through SFF and NCFH.

### **Duties of Employees**

- Carry out their duties in a manner which does not adversely affect their own health and safety, or that of others
- Cooperate with measures introduced in the interest of health & safety and infection control
- Undertake any training provided in relation to occupational health and safety and infection control
- Immediately report all matters that may affect workplace health and safety, to their superior
- Correctly use any information, training, personal protective equipment and safety equipment provided
- Refrain from recklessly or wilfully interfering with anything that has been provided for health & safety reasons
- Work within the policies, procedures and guidelines of the Western District Health Service

### **KEY SELECTION CRITERIA:**

Please provide a statement addressing the following key selection criteria:

#### **Qualifications**

##### Essential

- Registered Nurse – Division 1

## Knowledge and Skills

### Essential

- Excellent organisational, data management and report writing skills;
- Good analytical skills, including abilities in statistical analysis techniques;
- Demonstrated ability to prioritise work;
- Good oral and interpersonal communication skills, with the ability to deal with a wide range of people and interests, and to work as a member of a team;
- A demonstrated understanding of the principles of anti-discrimination, equity, occupational health and safety and other relevant legislation, and the willingness and capacity to implement equal employment opportunity and occupational health and safety plans, policies and programs;
- Ability to organise tasks associated with research projects to a high standard and to tight timelines and budget;
- High level of competence in use of computer and software products including word processing;
- Victorian driver's licence;
- Demonstrated commitment to Equal Opportunity principles and practices and Occupational Health and Safety

### Desirable

- Post graduate qualification in the relevant area;
- An understanding of the Australian farming sector

## Experience

### Essential

Demonstrated experience in:

- Managing and coordinating a research project;
- Working as part of research team;
- Conducting literature reviews and online searching;
- Collection, management, coding, analysis and interpretation of quantitative data; and
- Liaising with high-level key stakeholders

## APPROVAL

APPROVALS	Sign	Date
Divisional Head:	<i>Cate Mercer-Grant</i>	27-11-09
Department Head:	<b>Susan Brumby</b>	27-11-09
Employee:		

<b>Position code:</b> <i>Human Resources Department use only</i>	<b>Sustainable Farm Families Health Professional PD09</b>
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**When revised please forward electronic copy to:**  
Human Resources Department [email: janette.black@wdhs.net](mailto:janette.black@wdhs.net)