

# Position Description

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| <b>Position Title:</b>            | Post-Graduate Mental Health Nurse   |
| <b>Reports to:</b>                | Manager of clinical team/program  |
| <b>Department:</b>                | Mental Health   |
| <b>Directorate:</b>               | Community Care and Mental Health  |
| <b>Cost centre:</b>               | H0856   |
| <b>Code &amp; classification:</b> | Registered Psychiatric Nurse Grade 2 Year 2 (NP21)  |
| <b>Employment conditions:</b>     | Victorian Public Mental Health Services Enterprise Agreement 2020 – 2024 and its successors and GV Health Policies and Procedures (and as varied from time to time) |

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**GV Health is an equal opportunity employer and continually strives to build a diverse, equitable and inclusive workforce that reflects our community. We encourage applications from people of all backgrounds.**

Statements included in this position description are intended to reflect in general the duties and responsibilities of the position. It is not intended to be an exhaustive list of responsibilities, duties and skills required. GV Health may alter the duties of this position description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).

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## POSITION SUMMARY

The post graduate mental health nurse position reports directly to the Program Manager within the relevant Mental health Program. Rotations will occur in a variety of specialty areas, based on availability and demand.

This 2nd year of practice program has been established to expand on graduate year knowledge, enhance career progression and embed skills in the speciality of mental health nursing. Incumbents are encouraged to develop critical thinking skills and emotional intelligence by engaging in reflective practice, self –directed autonomous learning supported by the professional development team, designated mentors and staff throughout GVAMHWS.

It is a 12-month structured program that provides opportunity, to learn, gain knowledge, skills and confidence while working across a range of program areas. The incumbent will work to meet competencies and to engage in autonomous practice while working as a member of a multidisciplinary team and in partnership with individuals/families/networks working towards recovery goals. It is aligned with the standards of the profession and offer opportunity for candidates to develop best practice converging workplace practice with academic learning.

The position will be based in Shepparton or Seymour and is embedded into the clinical program.

The incumbent will assist the team to organise and co-ordinate the delivery of quality care for consumers of Goulburn Valley Area Mental Health and Wellbeing Service (GVAMHWS) and is responsible for promoting GV Health as a quality regional health service provider.

The incumbent is expected to be enrolled in the Masters of Mental Health Nursing with a minimum completion to Postgraduate Diploma at the completion of the 2-year Program. Additional Study Leave is provided to support the completion of this qualification, as per the current EBA.

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## RESPONSIBILITIES AND DUTIES

**The following duties are inclusive of but not limited to**

*The position is a 12-month position where the successful applicant will:*

- Engage in direct clinical service
- Engage in training and education
- Engage in clinical supervision
- Receive mentorship
- Provide a high standard of entry level mental health nursing practice.
- Ensure nursing care needs of individual consumers are met by the use of standard assessment protocols and individual care plans utilising recovery principles of care.
- Participates in case load supervision with the program manager and/or psychiatrist on a regular basis where allocated a caseload.
- Engages in a supportive mentoring relationship with a delegated staff member within the program.
- Participates in regular clinical supervision from a senior staff member from a different program within GVAMHWS.
- Provide a high-quality service to internal customers and consumers that reflects best practice and adds value to GV Health
- Assist the organisation in achieving clinical effectiveness by providing the appropriate systems, information or services to clinical areas

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## PERSONAL QUALITIES AND CAPABILITIES

- Displays understanding of how own emotions and feelings can impact performance.
- Assume responsibility for own learning needs.
- Demonstrate self-motivation to develop a high level of communication, teamwork and time management skills.
- Demonstrate self-motivation to develop the ability to adapt to meet multiple demands and prioritise workload.
- Demonstrate the ability to listen actively, respond sensitively and understand others' perspectives.
- Support the development of others by acknowledging the achievement and development as well as acting as a resource and assisting colleagues/students to grow and develop their skills.
- Work effectively as part of a team and model team qualities such as like respect, helpfulness and cooperation.

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## KEY SELECTION CRITERIA

### **Formal Qualification(s) and Required Registration(s):**

Current registration with the Australian Health Practitioner Regulation Agency as a Registered nurse

### **Essential:**

- Successful completion of a graduate year in mental health or equivalent mental health nursing experience and is currently studying or completed postgraduate qualifications in mental health nursing
- Experience in a range of nursing interventions
- Have a sound knowledge of the Mental Health and Wellbeing Act 2022 and other relevant legislation

- Have a commitment to professional development, service development and evaluation
- Have a commitment to community mental health for people with serious mental health issues
- Be a high performer who is consumer-focused, motivated and enthusiastic
- Current Victorian driver's licence

**Desirable:**

- Strong interpersonal skills
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## **KEY PERFORMANCE INDICATORS**

**Your performance will be measured through your successful:**

- Demonstration of GV Health values and behaviours, being a role model for living the values, Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour;
  - Development and maintaining of collaborative relationships with all other teams and professionals;
  - Promoting and enabling of efficient teamwork and service provision both within the department and/or organisation and with other service providers;
  - Ability to contribute to a safe working environment and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity;
  - Completion of all requirements of the Postgraduate mental health nurse program]
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## **AT GV HEALTH ALL STAFF ARE REQUIRED TO**

- Demonstration of GV Health values and behaviours, being a role model for living the values, Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour;
- Maintain an understanding of individual responsibility for consumer safety, quality and risk and adhere to the relevant policies, procedures and guidelines;
- Development and maintaining of collaborative relationships with all other teams and professionals;
- This role may from time to time deal with distress, anxious or upset consumers or members of the public. GV Health is committed to the physical and psychosocial safety of our staff. GV Health staff are required to comply with all safety related training, look after the safety and well-being of themselves and each other, and actively foster a safe working environment;
- Maintain a safe working environment for yourself, your colleagues and members of the public;
- Identify, report and manage risks and ensure actions are taken to prevent and minimise harm to consumers and the GV Health workforce;
- Contribute to organisational quality and safety initiatives;
- Observe and comply with child safe principles, standards and expectations of appropriate behaviour toward and in the company of children;
- Complete the mandatory training requirements as defined by GV Health and actively engage in the Performance Development Review process;
- Minimise the risk of infection to consumers, residents, employees, visitors, contractors and the general public;
- Seek internal customer or consumer feedback and respond accordingly to identify areas of needs;
- Comply with requirement of National Safety and Quality Health Service Standards and other relevant standards, regulations and legislative requirements;
- Comply with the principles of patient and family centred care;

- Not smoke or vape on GV Health premises;
  - Comply with immunisation requirements as per the Department of Health Victoria;
  - Comply with all applicable to position pre-employment checks, which may include but is not limited to; police checks, working with children's check (WWCC), National Disability Insurance Scheme (NDIS), Aged Care screening requirements.
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#### **ACCEPTANCE:**

I acknowledge and accept that this Position Description represents the general outline of duties, responsibilities and accountabilities that are expected of me in my employment in the position, and may not encompass every aspect of the position. I understand that The GV Health reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

I acknowledge and accept that I must complete and maintain all relevant pre-employment screening and checks for successful employment.

I acknowledge and accept that that I have read and fully understand this Position Description. I agree that I have the ability to fulfil the inherent requirements of the position, and accept my role in fulfilling the responsibilities, activities, duties and generic position requirements.

I acknowledge I will be required to undertake the duties as set out in the position description (and any other duties as requested in accordance with my skills and experience) to the best of my ability and, at all times follow lawful direction.

By accepting the contract of employment, I am agreeing to duties and obligations within the Position Description.

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**Community Care and Mental Health**

**2026 Post Graduate Registered Psychiatric Nurse**

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**Reviewed by:**

Paige Harbour

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**Issue Date:**

September 2025

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## ABOUT US

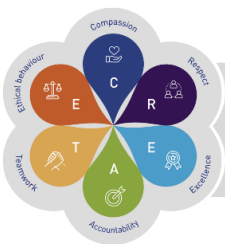
Goulburn Valley (GV) Health is a Regional Public Hospital and Health Service for the Hume Region of Victoria, with main campuses located at Shepparton, Tatura, Rushworth and Euroa. The main campus in Shepparton is the major acute referral hospital for the sub region. Additional satellite sites are also located in Shepparton, Seymour, Benalla, Cobram, Echuca and Wodonga. GV Health provides a range of acute, subacute, mental health, aged, primary health and community services.

## OUR PURPOSE

To significantly improve the health and wellbeing outcomes and experiences of the people and communities in our care.

## OUR VALUES

GV Health's culture centres around our CREATE values and behaviours. Through these values and behaviours we commit to delivering ongoing quality healthcare for our community:



COMPASSION  
RESPECT

EXCELLENCE  
ACCOUNTABILITY

TEAMWORK  
ETHICAL BEHAVIOUR

GV Health Vision and Values: [Values and Vision - GV Health](#)

## OUR STRATEGIC PLAN

**The Goulburn Valley Health Strategic Plan 2024-2026 provides the direction for GV Health with our five strategic pillars being:**

- Health and Wellbeing Outcomes: Improve health and outcomes for the population in our region
- Community and Consumer Experience: Ensure everyone has an outstanding personalised experience
- Our Staff Experience: Our people feel connected, supported, safe and well
- Responsible Workplace: Be sustainable and efficient
- Health Equity: Embrace differences in how we design and deliver healthcare

GV Health Strategic Plan: [Strategic Plan 2024-2026 - GV Health](#)

## FOR MORE INFORMATION

Application tips: [Application Tips - GV Health](#)

GV Health: <https://www.gvhealth.org.au/about/>

Child Safety and Wellbeing: [Child Safety and Wellbeing - GV Health](#)

Living in Goulburn Valley: [Goulburn | Regional Living Victoria](#)

GV Community Connector: [Community Connector Program for Businesses](#)