

Position Description

Position Title:	Enrolled Nurse
Reports to:	Clinical Coordinator
Department:	Chronic Pain Clinic
Directorate:	Community Care and Mental Health
Cost centre:	F0602
Code & classification:	Enrolled Nurse Level 2 IB71-IB75
Employment conditions:	Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2024-2028 and GV Health Policies and Procedures (and as varied from time to time)

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).

POSITION SUMMARY

The Chronic Pain Clinic (CPC) provides clinical assessment and where indicated, provision of treatment on a time-limited basis, for clients experiencing prolonged pain and moderate disability and for those who have entrenched chronic pain and high levels of disability. The aim is to reduce the risk of long-term disability, enable clients to gain an improved ability to self-manage their condition and develop strong links to support continuing management in a primary care setting following discharge from a specialist service.

The Enrolled Nurse (EN) in the Chronic Pain Clinic will collaborate with the multidisciplinary team; contribute to Case Conference and client's Agreed Care Planning and Case Review processes. The EN, as part of the multidisciplinary team, will also participate in service planning and development and quality activities.

Main duties include assisting with exercise groups in the community including hydrotherapy, supervising clinic-based exercise programs, some administrative tasks, and other interventions that support clients to meet their goals.

The CPC clinicians at GV Health include a medical specialist, psychologist/social worker, physiotherapist, registered nurse, exercise physiologist, dietitian and allied health assistant.

RESPONSIBILITIES AND DUTIES

The following duties are inclusive of but not limited to

This position is supported by the Coordinator of the Chronic Pain Clinic in the area of leadership, management and quality improvement. The EN will provide client centred service to clients and their families within the program.

The role includes but is not limited to;

- Supervision of exercise programs which are developed by the physiotherapist and exercise physiologist, as well as the provision of other interventions that support clients in the community
- Assisting the Clinical Nurse Coordinator with assessment of patients, and the coordination of medical clinics
- Education of self-management strategies pertaining specifically to persistent pain
- Supervision of hydrotherapy group exercise program held at Aquamoves
- Working as an integral part of the team to maximize client functioning and their health status
- Providing clear information and feedback to the team regarding client's progress and outcomes
- Some administrative tasks
- 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

KEY SELECTION CRITERIA

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

- Current registration with the Australian Health Practitioner Regulation Agency as an Enrolled Nurse

Essential:

- Demonstrated knowledge and experience working with people who have persistent pain and complex health conditions
- High level of clinical competency
- Self-motivated, with high levels of communication, organisation, and time management skills
- Intermediate level of computer literacy
- The ability to work independently and with autonomy when required
- Able to work effectively as part of a multidisciplinary team
- Current Driver's License

Desirable:

- Experience in motivational interviewing/health coaching
- Commitment to undertaking further chronic pain focused education
- Previous experience in conducting assessments with patients experiencing pain

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;
- Registration is maintained and working within scope of practice
- Attendance and active participation at meetings as required
- 100% compliance with core competencies and training requirements as outlined in the GV Health Education Framework
- Active participation in the Performance and Development review process
- Actively participate in quality improvement activities within the Chronic Pain Clinic
- Participate in team reviews of practice and processes
- Evaluate EN service delivery to ensure best practice
- Deliver EN services in line with established Chronic Pain Clinic program guidelines and processes
- Submit required data in a timely manner

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.

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.

Community Care & Mental Health	Operations Manager HIP Specialist Clinics
Reviewed by:	Angela Burns
Issue Date:	November 2025

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:



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](#)