

# Position Description



<b>Position:</b>	<b>Community Health Nurse</b>
<b>Reports To:</b>	Health Program Manager
<b>Award Classification:</b>	Level 3 under the Nurses Award 2020
<b>Location:</b>	Based at 214 - 218 Nicholson Street, Footscray
<b>Date Update:</b>	March 2025

## Organisational context

The Asylum Seeker Resource Centre (ASRC) is the largest aid, employment, health and advocacy organisation for people seeking asylum in Australia. We are an independent not-for-profit organisation whose programs support and empower people seeking asylum to maximise their own physical, mental and social well being through a range of direct services as well as participating in law reform, campaigning and lobbying.

## About the Portfolio and Department

The Humanitarian Operations and Resilience Department delivers services that stabilise the circumstances of at-risk people seeking asylum, so they can engage constructively with their visa determination process and ensure their best possible chance of a pathway to successful settlement. The Department leverages the ASRC's unique strengths, expertise and position within the movement to provide Community Legal Centre (HRLP), a comprehensive primary health program, food security, homelessness, aid and vocational pathways services.

The ASRC Health Program delivers a comprehensive primary health care service for people seeking asylum, prioritising those without Medicare. It is a nurse-led program which offers multidisciplinary care; general practice (GP), nursing, mental health, and allied health services e.g physiotherapy, osteopathy, acupuncture, dietetics and podiatry.

The program promotes healthy lifestyles and illness prevention and offers immunisations, a pharmacy support program and partnerships with external providers.

## Position Purpose

The Community Health Nurse provides coordinated care and support to individuals seeking asylum, providing care to clients with complex clinical and psychosocial needs. The nurse collaborates with clinical and allied health teams and actively contributes to the development of innovative health program initiatives.

### Key Accountabilities

- Triage people presenting to the ASRC with health concerns.
- Conduct refugee health assessments to address complex psychosocial needs of people seeking asylum.
- Deliver comprehensive clinical nursing care and coordination, including pathology, wound care, basic physical observations and immunisation.
- Oversee the day-to-day operations of the health clinic, supporting volunteer clinicians, communicating patient needs and requirements with health practitioners, ensuring availability of clinical supplies, coordinating external medical appointments and follow up as required.
- Advocate for clients, provide comprehensive and flexible care coordination and facilitate referrals across health, welfare, legal and social services to support positive client outcomes.
- Provide individual health education and implement health promotion initiatives within ASRC to enhance client health and well-being.
- Deliver trauma informed care and address psychosocial complexities experienced by clients, ensuring a safe and supportive environment.
- Assist in the induction, training and ongoing support of volunteer health practitioners, ensuring they can effectively contribute to client care.
- Participate in clinical case reviews across interdisciplinary teams.
- Involvement in policy writing, research, evaluation and quality activities to improve client outcomes and enhance the effectiveness of the health service.
- Ensure adherence to workplace health and safety policies, legislative requirements, clinical standards and organisational policies in all aspects of work and clinical service delivery.
- Contribute to the development, review, and improvement of clinical policies, procedures, and referral pathways to align with best practices and scope of practice.

### All ASRC People Will:

- Understand and follow their responsibility to always act in a manner that supports the safety, health and wellbeing of themselves and others in the workplace.
- Centre the rights of people seeking asylum and actively work towards bringing the ASRC vision and purpose to life.
- Demonstrate the ASRC values of Collaboration, Welcome, Courage and Authenticity and demonstrate behaviours that contribute to a culturally safe, inclusive and respectful workplace.

## Selection Criteria

### Essential Skills, Experience & Qualifications

- Current Australian Health Practitioners Regulation Agency (AHPRA) registration as a Registered Nurse.
- Significant clinical experience in a primary health care environment, community nursing position or other relevant clinical areas (eg emergency department, medical/surgical or mental health).
- Experience in triage, health assessments, care plans, health education and complex care coordination.
- Strong clinical knowledge and skills in managing acute presentations and chronic health conditions (e.g. diabetes, respiratory conditions, cardiovascular disease, infectious diseases, mental health and issues relating to alcohol and drug use)
- Strong cross-cultural competencies, including working with interpreters and understanding the challenges faced by refugees and people seeking asylum.
- The ability to provide trauma-informed, holistic care within a social model of healthcare.
- Ability to work both autonomously and collaboratively within multidisciplinary teams, exercising sound professional judgment and seeking consultation when needed.
- Strong interpersonal and communication skills, with the ability to engage effectively with diverse individuals and build rapport.
- Excellent time management, organisational and prioritisation skills.
- Proficiency in electronic health records and clinical software (preferably Medical Director/PracSoft).

### Desirable:

- Previous experience working with people seeking asylum and refugees.
- Experience in mental health.
- Nurse Immuniser.
- Lived experience of seeking asylum.
- Knowledge of the policy context of practice with asylum seekers visa categories/conditions, and the barriers faced by people seeking asylum in Australia.

## Policy and screening requirements

All ASRC staff and volunteers are required to adhere to policies and procedures which aim to further culturally safe, inclusive and respectful work practices. All offers of employment are subject to satisfactory Criminal History Check, provision of a valid Working with Children Check and evidence of up to date standard vaccinations prior to commencement.

I have read and understood and agree to perform the responsibilities outlined in this position description.
Name:
Date: