

# Position Description

<b>Position:</b>	<b>Registered Nurse Volunteer</b>
<b>Supervisor:</b>	Health Practise Manager
<b>Location:</b>	Based at ASRC Footscray
<b>Volunteer Commitment:</b>	Typical commitment is 1 shift per week, on either Tuesday, Thursday or Friday, from 10:00am - 4:30pm for a minimum period of 12 months, with some flexibility.

## Position Purpose

As a Registered Nurse working in a small team, you will provide high-quality health care in the Asylum Seeker Resource Centre Health Program with care, commitment and in line with the values of the ASRC.

## About the Program: Health Program

The Health Program provides comprehensive primary care and specialist services, including psychiatry, pain management, immunisation, and diabetes support, to people seeking asylum. Many clients present with complex health needs that require coordinated care across multiple disciplines. Most individuals accessing the service have no income and hold visas that restrict work rights and Medicare access, making the ASRC a critical source of healthcare and support.

## Organisational context

The Asylum Seeker Resource Centre (ASRC) is Australia's largest independent organization providing aid, employment, health services and advocacy for people seeking asylum. Powered by over 500 volunteers and 200 staff, we create welcoming and inclusive environments. Our organisational values are **Welcoming, Authentic, Courageous** and **Collaborative**.

## Key Responsibilities

- Support the delivery of primary health care services, including GP, allied health, immunisation, eye care and pharmacy programs.
- Provide care in line with ASRC Health Program policies, procedures and the relevant Nursing Code of Practice.
- Work collaboratively with health program volunteers in assessing, implementing and evaluating member care.

- Communicate with and refer members to external health services and agencies supporting refugees and people seeking asylum.
- Deliver health promotion, information, advice, advocacy and general support in partnership with the health program team.
- Maintain accurate and timely documentation of member health care and interactions.
- Prepare clinic spaces, manage stock and equipment and support safe, well-organised clinical environments.
- Contribute to program development through participation in evaluations, feedback processes and ongoing quality improvement.

## What We're Looking For:

### Essential:

- Division 1 Nursing qualifications
- General AHPRA Registration
- Knowledge of and commitment to the principles of primary health and health promotion
- Experience working with people from culturally diverse backgrounds in an appropriate and sensitive manner, with an awareness of trauma-informed care
- Demonstrated skills and experience in the delivery of quality health care services in a community setting
- Ability to work collaboratively
- High-level communication skills and the ability to work autonomously within a multi-disciplinary team
- Commitment to the principles of continuous quality improvement.
- Commitment to the rights of people seeking asylum and ASRC values (Collaboration, Welcome, Courage, Authenticity)
- Reliability and willingness to commit to agreed volunteer hours

### Desirable:

- 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

### Compliance:

Before commencing with ASRC you will be required to complete the following:

- Police Check
- Working with Children Check
- Volunteer Agreement
- Volunteer Training