



Position Description

Maternal Health Team Leader

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| Location | Bukki Road & Workshop Road clinics, Yarrabah Community & surrounds |
| Employment status | Permanent Full-time |
| Reports to | Clinical Services Manager |
| Responsible for | Maternal Health team |
| Date of Approval | March 2024 |

About Gurriny Yealamucka Health Services Aboriginal Corporation

Gurriny Yealamucka Health Services Aboriginal Corporation (GYHSAC) is a charitable, not for profit, community-controlled Indigenous health provider to over 4000 residents of Yarrabah: Australia's largest discrete First Nations community.

GYHSAC provides culturally sensitive primary health care services in accordance with the Yarrabah Health Strategic Plan and is a member of both the National Aboriginal Community Controlled Health Organisation (NACCHO) alliance and Queensland Aboriginal and Islander Health Council (QAIHC).

Vision Gurriny will be a holistic centre of excellence supporting a strong and healthy community.

Mission Gurriny will be influential innovators delivering quality holistic health outcomes.

Values

Quality of Service Valuing the responsibility of providing a quality of holistic health service and will maintain a high standard of care across all levels of the organisation

Leadership Strong Leadership ensuring the delivery of innovative holistic health solutions

Commitment Strong leadership drives commitment to all levels of the organisations business and in its capacity to support the Yarrabah Community

Accountability Enacting the self-determination principles of governance and sovereignty guided by the Yarrabah community & stakeholders

Innovation Welcomes and fosters creative ideas to deliver highly effective holistic health solutions

Diversity Statement

As an Aboriginal Community Controlled Organisation (ACCHO), GYHSAC recognises and celebrates the diversity of our community, including in cultural backgrounds, languages, beliefs, and experiences. We acknowledge employees who come from different Aboriginal and Torres Strait Islander communities and non-Indigenous employees including those from linguistically diverse backgrounds, and we strive to create a welcoming and inclusive workplace for all.

About the Position

The position is responsible for overseeing and coordinating GYHSACs maternal health services. The role ensures that the Community's pregnant women, new mothers and their families receive comprehensive, culturally appropriate care and support. The Maternal Health Team Leader will manage a team of health professionals and work closely with the GYHSAC Practice Team and community leaders, to implement programs tailored to the unique needs of the Yarrabah community.

Key responsibilities

This position reports to the Clinical Services Manager (CSM) for supervision, workload management and Performance Planning and Review (PPR). In cooperation with (and under the direction of) the CSM, the Maternal Health Team Leader will:

Program Coordination

- a. Lead the delivery of family centred maternal health care & services that promote & protect the health of pregnant women, new mothers & their families
- b. Oversee the allocation & management of resources, ensuring that care & services are delivered efficiently & effectively
- c. Ensure care & services including education & promotion, are delivered in culturally appropriate & culturally safe ways

Clinical Oversight

- d. Provide clinical oversight & support necessary to ensure that all care & services are delivered in accordance with best practices & clinical guidelines
- e. Lead the planning & implementation of culturally responsive maternal health care, based on assessed needs & risks
- f. Manage complex antenatal presentations including where appropriate, the administration of iron infusions, CTG monitoring, administration of glucose tolerance tests, pregnancy vaccinations, tertiary referrals & escalation of care as required.

Interagency collaboration

- g. Establish, develop & maintain working relationships with service providers to enable shared case management, referral pathways & ongoing support for clients
- h. Ensure seamless integration of maternal health services with other health programs & services within the organisation & the broader health system.

General administration

- i. Oversee the collection & analysis of data related to maternal health, including tracking outcomes & identifying areas for improvement.
- j. Prepare & submit regular reports on program performance, service delivery, & health outcomes to senior management & funding bodies
- k. Coordination of referrals, handovers, recalls, & case conferences in a timely manner & ensuring efficient use, accuracy & integrity of medical information & data

Quality & risk

- l. Advise the CSM of matters relating to clinical quality risk & report clinical incidents & adverse events via the quality management system (LogiqcQMS), in accordance with organisational policy
- m. Participate in team activity necessary for the continuous improvement of nursing care & services to standards that comply with:
 - i. AS/NZS ISO 9001:2016 Quality management systems;
 - ii. RACGP Standards for general practice, &
 - iii. The Human Services Quality Framework (HSQF)
- n. Ensure identified safety, quality & risk management related tasks are completed within required timeframes

Performance

- o. Facilitate ongoing training & professional development opportunities to ensure the team remains current with best practices in maternal health & culturally competent care
- p. Engage in performance development processes to plan the most effective way to achieve agreed objectives, review performance, identify career goals & develop plans to meet these needs

Community engagement

- q. Engage authentically with the community, & participate in interagency collaboration to optimise client health outcomes
- r. Develop & maintain relationships with relevant stakeholders to ensure organisational representation in the Community's health leadership

The Maternal Health Team Leader may be required to carry out such other duties as are within the limits of their skill, competence, and training, consistent with relevant Award classification definitions and as reasonably directed.

Cultural Safety

The position is required to commit to the ongoing development of Cultural Capacity with the goal of gaining a thorough understanding of the principles of Cultural Safety by actively engaging in all opportunities provided within the Service and as appropriate, the broader community.

Work, Health & Safety (WHS)

Take all reasonable steps to protect personal workplace safety and avoid adversely affecting the health or safety of any other person at the workplace in accordance with the requirements of the Work Health and Safety Act (2011).

In support of GYHSAC policy, this position has as a minimum, the following WHS responsibilities:

- Follow prescribed Safe Work Procedures (SWP)
- Take reasonable care for the health and safety of self and others
- Seek guidance for all new or modified work procedures
- Ensure that any hazardous conditions, near misses and, or injuries are reported and any potential for further incident/ risk is mitigated
- Participate in meetings, training and other health and safety activities as reasonably directed
- Wear personal protective clothing or equipment as directed
- Use equipment and materials in compliance with relevant guidelines or instructions, without wilful interference or misuse

Selection Criteria

Essential

1. Understanding of and commitment to the principles of Aboriginal community control, cultural identity, practices and beliefs
2. Demonstrated understanding of the health, social and emotional wellbeing needs of Aboriginal and Torres Strait Islander peoples
3. Dual registration as a Registered Nurse and Midwife, and a commitment to complying with the Australian Nursing and Midwifery Competencies, Code of Ethics and Code of Conduct for Nurses in Australia
4. Demonstrated high-level knowledge, expertise and skill in women's health and midwifery nursing relevant to the Queensland guidelines for the practice of midwifery
5. Interpersonal, negotiation, and communication skills capable of influencing outcomes, including the ability to communicate effectively within an Indigenous community setting
6. Agreement with and commitment to observing and upholding organisational mission, vision, and values and their application to this position

Desirable

7. Experience working within an Aboriginal community controlled primary health care setting
8. Cervical screening and contraceptive implant certification
9. Awareness of accreditation, regulatory and legislative obligations and requirements relevant to the Aboriginal Community Controlled Health Organisation (ACCHO) setting

Practical requirements

- 1. Two years' experience as a Registered Nurse and Midwife
- 2. Queensland Drivers License
- 3. Ability to maintain a current CPR certificate

Acknowledgement by Employee

I have read the Maternal Health Team Leader position description and understand the position requirements and standard of performance expected.

**Maternal Health
Team Leader**

Signature: Date:

Chief Executive Officer

Signature: Date: