

Position Title:	Director of Nursing Central – Aged Care
Campus:	Ballarat
Directorate:	Community and Aged Care
Department:	Aged Care
Reporting to:	Director of Aged Care (Line Manager) Chief Nursing and Midwifery Officer (Professional)
Direct Reports:	Care Community Managers: Talbot Place, Bill Crawford Lodge, James Thomas Court

Appointment Terms/Conditions:

Classification and Code:	RN 66 Campus DON Group 7A
Enterprise Agreement:	Nurses and Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement

ORGANISATIONAL INFORMATION

Grampians Health was established on 1 November 2021. Drawing on a regional history of over 150 years, we provide service to over 250,000 Victorians, operate across 21 campuses and sites, and employ more than 7,000 dedicated professionals. Our values reinforce our commitment to providing high-quality, accessible healthcare services close to home. Our mission is to serve the communities of the Grampians region with comprehensive care, ensuring every individual receives the attention they deserve. For more information, visit www.grampianshealth.org.au.

Collaboration	Compassion	Accountability	Respect	Innovation
<i>We are stronger together.</i>	<i>We show that we care.</i>	<i>We do what we say and say what we do.</i>	<i>We appreciate and value all people.</i>	<i>We adapt and innovate to achieve best outcomes.</i>
Recognising and utilising strengths to share knowledge, solve problems, build relationships and deliver the best outcomes possible.	All people deserve to be treated with compassion, kindness and empathy.	Openness, honesty and transparency support us to be courageous, take responsibility for our actions and follow through on our commitments	Our actions and words reflect our commitment to a safe and fair health service for all.	Every day, we apply expertise and integrity to make responsible choices, always striving for continuous improvement.

POSITION PURPOSE

The Director of Nursing (DON) Aged Care provides operational and clinical leadership across care communities within their portfolio, ensuring safe, high-quality, rights-based residential aged care services that comply with the Aged Care Act 2024, Strengthened Aged Care Quality Standards, Aged Care Code of Conduct and Grampians Health governance frameworks. The Director of Nursing is a designated Responsible Person and must meet all associated obligations. The role participates in the Aged Care DON on-call roster and is accountable for the oversight of operational performance, clinical outcomes and service delivery.

As the senior clinical leader, the Director of Nursing provides visible leadership, professional nursing governance, workforce oversight and operational support to ensure residents receive person-centred, evidence-based care. The role promotes resident rights, dignity, wellbeing, independence and quality of life through contemporary models of care that support safety, consumer choice, cultural safety and meaningful participation in decision-making.

The Director of Nursing leads quality, compliance, risk management and continuous improvement activities across the service, ensuring regulatory readiness, effective clinical governance, workforce capability, financial sustainability and achievement of organisational objectives. The role drives service excellence through empowerment, stakeholder engagement, innovation, data-informed decision-making and adherence to Nursing and Midwifery Board of Australia (NMBA) standards of practice.

KEY ACCOUNTABILITIES

- Provide strategic and senior operational leadership across assigned Care Communities to ensure the delivery of safe, high-quality, person-centred residential aged care services that achieve positive resident outcomes and align with Grampians Health values and objectives.
- Lead clinical governance, quality and compliance activities to ensure ongoing adherence to the Aged Care Act 2024, Strengthened Aged Care Quality Standards, Aged Care Code of Conduct and organisational governance frameworks.
- Maintain organisational readiness for registration, accreditation, audits, assessments and regulatory reviews, ensuring timely resolution of risks, non-conformances and improvement actions.
- Drive a culture of safety, accountability and continuous improvement through effective risk management, incident oversight, organisational learning and compliance with Serious Incident Response Scheme (SIRS) requirements. Work collaboratively with key stakeholders including but not limited to the Director of Nursing – Planning and Reform, and the Chief Nursing and Midwifery Office to strengthen outcomes.
- Ensure the rights, dignity, choice and wellbeing of residents are embedded in all aspects of care delivery through consumer engagement, culturally safe practice and responsive feedback and complaints processes.
- Lead, support and develop a capable and engaged workforce, ensuring achievement of mandatory staffing requirements, including 24/7 Registered Nurse coverage, care minutes targets and workforce sustainability objectives.
- Provide leadership and oversight of financial, workforce and operational resources to support service sustainability, optimise AN-ACC funding outcomes and achieve performance, occupancy and activity targets.
- Monitor, analyse and act on clinical, operational and performance data, including quality indicators and Star Ratings, to drive evidence-based decision-making and measurable service improvement.
- Lead the implementation of aged care reforms, organisational priorities and service improvement initiatives, fostering innovation and contemporary models of care that enhance resident outcomes and service effectiveness
- Build and maintain effective partnerships with residents, families, staff, executive leaders, community providers, regulators and other key stakeholders to strengthen governance, reputation and integrated service delivery.

KEY SELECTION CRITERIA

- A current AHPRA registration as a Registered Nurse is essential, with post-graduate qualifications in a relevant field, nursing leadership, health administration, and/or business is desirable.
- Availability to commit to an on-site senior nursing leadership position, as the dedicated escalation point for professional and operational matters across the relevant Care Communities.
- Demonstrated ability to develop and nurture Aged Care leaders within your line of report, enabling them to succeed and equip Grampians Health Aged Care with a succession plan for future leaders.

- Sound knowledge and demonstrated implementation of the Aged Care Act 2024 and Aged Care Rules 2025, including the Statement of Rights, provider registration obligations and complaints/whistleblower protections.
- Proven ability to oversee the operationalisation of the Strengthened Aged Care Quality Standards across residential services, with successful audit outcomes.
- Demonstrated compliance leadership in SIRS (governance, timely notifications, learning systems) and Code of Conduct accountabilities (providers, responsible persons, workers)
- Expertise in meeting 24/7 RN and care minutes responsibilities, including workforce modelling, GPMS reporting and remediation plans for shortfall risk.
- Working knowledge of restrictive practices minimisation and informed consent processes (RPSDM), including alignment with Victoria's RPSDM framework.
- Experience improving Star Ratings and managing QI Program submissions, analysis and targeted quality improvement.
- Financial acumen with AN ACC funding and the linkages between acuity, minutes, and resourcing, including awareness of policy settings that strengthen the tie between funding and minutes delivered.
- Demonstrated success leading multidisciplinary teams across multiple sites to a standardised model of care, with person centred practice and culturally safe care aligned to the Strengthened Standards.
- Values-led, collaborative leader who builds capability, sets clear accountability, and fosters a safety-first, no-blame improvement culture consistent with the Act, Standards and Code.

ORGANISATIONAL REQUIREMENTS

- Grampians Health is committed to a consumer centred approach in the provision of health care and services, consistent with our values, purpose and vision. It is expected that team members demonstrate the core values of consumer centred care in every interaction.
- Quality care is a strategic and operational priority at Grampians Health, achieved through our Governance Framework. All team members of Grampians Health are responsible for supporting the safety, participation, wellbeing and empowerment of children.
- Participation in the Grampians Health integrated quality improvement and risk management systems by being aware of responsibilities to identify, minimise and manage risks and identifying opportunities for continuous improvement in your workplace through communication and consultation with managers and colleague.
- You must ensure that the affairs of Grampians Health, its patients, clients and staff remain strictly confidential and are not divulged to any third party except where required for clinical reasons or by law. Such confidentiality shall extend to the commercial and financial interests and activities of Grampians Health.
- All team members must adhere to infection control policies and procedures, together with any State and/or Commonwealth Government Covid19 rules, protocols and orders.
- In accordance with current legislation and organisational policy, employees must be willing to undertake and maintain a police check, working with children check and where necessary an NDIS Worker screening check. Ongoing employment will be dependent on the provision of satisfactory checks.

OTHER RELEVANT INFORMATION

- At Grampians Health we recognise and respect diversity. Each person has a right to high-quality health care and opportunities regardless of diversity factors which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age, and socioeconomic status. Inclusiveness improves our service to our community and promotes engagement amongst Grampians Health employees.

- All Grampians Health employees are required to take reasonable care of their own health and safety in the workplace as well as take reasonable care for the health and safety of others who may be affected by their acts or omissions. Persons with delegated management functions have an additional duty to provide and maintain a working environment that is safe and free of risks to health, so far as is reasonably practicable in areas where they have management or control. All employees have a duty to report issues they cannot rectify, follow all existing Grampians Health policies and protocols relating to health, safety, wellbeing and injury management and cooperate with any action taken by Grampians Health to comply with the OHS Act or Regulations.
- Statements included in this Position Description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all inclusive.
- Management may alter this Position Description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).
- An annual performance review will occur with your Manager. Your performance review is intended to be a positive discussion, outlining the key roles and responsibilities outlined in this Position Description. The performance review discussion provides an opportunity to clarify your role, revise key performance activities and identify any objectives or goals for the year ahead.