

## ORGANISATIONAL OVERVIEW

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### Introduction:

Northern Health is a vibrant, fast-paced workplace located in the rapidly growing northern suburbs. This is driving us to think innovatively about the needs of the population and what the health system of the future might need to look like to meet those needs. We take care of our community by providing a wide range of health services at multiple locations including:

- Northern Hospital Epping
- Broadmeadows Hospital
- Craigieburn Community Hospital
- Bundoora Centre
- Merri-bek Community Team
- Broadmeadows Community Care Unit
- Broadmeadows Prevention and Recovery Care
- Hotham Street Community Mental Health Clinic
- Northern Prevention and Recovery Care
- Northern Community Care Unit and,
- Noogal Clinic
- Kilmore District Health
- Women's Health Hub
- Mernda Community Hospital

We also collaborate with our partners to help expand the range of health care services offered to our culturally rich and diverse community.

As an organisation, we are shifting our focus from illness to putting a spotlight on supporting our community in 'staying well'. In order to achieve this, we are developing strong relationships with other health service providers and the community across the region, to help us think differently about the future.

Northern Health provides a dynamic working environment, with a strong culture of teamwork, safety and respect. Northern Health is proud to be an inclusive employer and aims to ensure our workforce is representative of the community.

### Our Vision:

Creating a healthier future by working together, innovating and delivering great care.

### Our Values:

- Safe – We provide safe, trusted care for our patients. We are inclusive, culturally safe, celebrating the diversity of our staff and community.
- Kind – We treat everyone with kindness, respect and empathy. We provide patient-centred and compassionate care.

- Together – We work together with our staff, patients, consumers and health system partners.

**Our Priorities:**

Northern Health has determined six strategic directions. The directions are focused on addressing priorities for safety, sustainability, growth and innovation. They reflect our best assessment of opportunities and challenges in our current and future environment.

- Collaborate to deliver safe, efficient, effective and sustainable care in all our services
- Demonstrate our commitment to the wellbeing of our valued workforce
- Renew and strengthen our infrastructure, systems, tools and processes for financial sustainability and growth
- Innovate to shape the future of health care in Victoria
- Partner to keep people well and deliver the best possible care locally
- Drive research and education to deliver excellent care and develop the next generation of clinicians and health care leaders

These priorities are inter-related in that success in one area is dependent on success in another. Detailed plans have been developed to support each of the priority areas.

All Northern Health employees will contribute to improving patient safety by being familiar with, and applying the National Safety and Quality Standards and criteria.

**Safety, Quality and Clinical Governance at Northern Health:**

Northern Health is dedicated to providing the highest quality of care in the safest possible environment for every patient every time. We are focused on strengthening the safety and quality of care across the continuum, with a focus on saving lives, reducing harm and improving the patient experience.

Northern Health's safety and quality improvement activities focus on delivering the Strategic Plan and Operational Business Plans, and are supported by the Northern Health Clinical Governance and Risk Frameworks, and the Northern Health Quality Improvement Methodology.

The Northern Health Quality Management System brings together the core elements that underpin how:

- Quality and Clinical Governance is determined.
- Quality services are delivered.
- Risk is managed.
- Audit – what matters is monitored.
- Our committees monitor performance of controls put in place to ensure safe patient care.

**Commitment to Child Safety at Northern Health:**

- We are committed to the safety, participation and empowerment of all children
- We are committed to the cultural safety of Aboriginal children, the cultural safety of children from a culturally and /or linguistically diverse backgrounds and to providing a safe environment for children with a disability.

- We have zero tolerance of child abuse, and all allegations and safety concerns will be treated very seriously and consistently with our robust policies and procedures
- We have legal and moral obligations to contact authorities when we are worried about a child's safety, which we follow vigorously

#### **Family Violence and Child Safety Statement:**

Northern Health is a child safe environment and is committed to protecting children from harm and abuse, in accordance with our legal obligations and the Child Safe Standards. Northern Health aims to identify and respond individuals who are at risk of child abuse and family violence and we encourage victim survivors to disclose to their health professional to seek support and safety. Northern Health has zero tolerance of child abuse and family violence, and all disclosures and safety concerns will be treated sensitively in accordance with our policies and procedures.

Northern Health actively promotes the safety and wellbeing of all individuals. We recognize and respect individual rights, identities, relationships and cultures. Our aim is to foster a trauma-informed, culturally safe and child safe environment.

Northern Health is an Information Sharing Entity (ISE) and is prescribed to the Family Violence Multi-Agency Risk Assessment & Management (MARAM) Framework and the Information Sharing Schemes. Family violence and child safety training is mandatory for our staff members and volunteers.

#### **Essential:**

- Current National Police and Working with Children History Check.
- The Staff Immunisation Questionnaire must be completed by all new employees as part of the mandatory on-boarding process. New employees are not permitted to undertake any activity that requires patient contact prior to clearance by the Staff Immunisation Nurses; this also includes evidence of having the Flu vaccination on a yearly basis. New employees with contra-indications to vaccinations or who decline vaccination are required to attend a face to face consultation with the Immunisation Nurses for appropriate documentation of their contraindications or declination. This must be completed PRIOR to commencing any work with Northern Health.



## POSITION DESCRIPTION

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<b>Position Title:</b>	Clinical Dietitian - Grade 3
<b>Business Unit/Division:</b>	Northern Mental Health Service – <b>located in Broadmeadows Inpatient Psychiatric Unit</b>
<b>Award Agreement:</b>	Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Single Interest Enterprise Agreement 2021-2025
<b>Classification:</b>	Grade 3 AK 1
<b>Employment Type:</b>	0.3 EFT – 3 days per fortnight – Fixed Term until 4 <sup>th</sup> January 2027
<b>Reports to:</b>	Allied Health Director Mental Health Division
<b>Date Prepared/Updated:</b>	November 2025

## ROLE STATEMENT

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### General Role Statement:

Northern Mental Health provides a comprehensive range of psychiatric services to adults aged between 16-65 who reside in the local government areas of Moreland, Hume, Whittlesea and Darebin.

The embedded Mental Health Dietetics team provides services across the acute, sub-acute and community mental health settings. This fixed term role will involve working closely within the dietetics team as well as the wider multidisciplinary team, including mental health clinicians, physical health nurses, exercise physiology and medical teams to provide comprehensive nutrition support and education across the various settings. As part of the role, you will be providing one-to-one consumer support, secondary consultations, attending clinical reviews and delivering staff training and education.

### This position is responsible for:

The purpose of this role is to contribute to excellence in patient care through nutrition services across Mental Health Division specifically (but not limited to) for this fixed period in Broadmeadows Psychiatric Inpatient Unit

The position requires approved training, experience and expertise in nutrition and dietetics with a commitment to high standards of patient care. The position also requires a demonstrated capacity to work effectively as a member of the multidisciplinary team.

- The dietitian will undertake a direct clinical role across the AMHS including community, sub-acute and acute sites.
- There will be a focus on the provision of nutrition support for consumers with severe mental illness who are at risk of or experiencing metabolic syndrome and severe eating disorders.
- The role requires experience in the provision of group work and education.
- The role provides support and education to staff across the multidisciplinary teams, and contributes to the orientation and training of staff.
- There is an expectation the dietitian contributes to innovation in quality improvement, service evaluation and research.

- They will have the ability to engage with people experiencing severe mental health issues, and must understand risk issues in mental health.

The position will maintain professional standards in accordance with Northern Health Policies and Procedures and values and also Dietitians Australia. In addition to the responsibilities outlined in this position description, other specific duties associated with this position include:

- Attending relevant clinical meetings within the community, subacute and acute teams.
- Attending regular meetings and professional development opportunities.
- Involvement in family and carer interventions.
- Provision of consultation and support to community teams.

#### All employees:

#### Quality, Safety, Risk and Continuous Improvement

- Maintain an understanding of individual responsibility for patient safety, quality & risk and contribute to organisational quality and safety initiatives.
- Follow organisational safety, quality & risk policies and procedures
- Maintain a safe working environment for yourself, your colleagues and members of the public.
- Maintain an understanding of individual responsibility for patient safety, quality & risk as outlined in Northern Health [Clinical Governance & Patient Experience - Trusted Care](#).
- Contribute to organisational quality and safety initiatives.
- Escalate concerns regarding safety, quality & risk to appropriate staff members, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with principles of Patient Centred Care.
- Comply with Northern Health's commitment to Child Safety
- Comply with Northern Health mandatory continuing professional development requirements.
- Comply with requirement of National Safety & Quality Health Service Standards and other relevant regulatory requirements.
- All employees of Northern Health must comply with the health service's Staff Health / Workforce Immunisation procedure (as amended from time to time) together with any relevant State Government and Departmental directives. This requires all employees to be vaccinated for various diseases such as, but not limited to influenza.

## KEY RESULT AREAS AND MAJOR RESPONSIBILITIES

#### Key Relationships

Internal	External
Program Managers	Dietitians Australia
Team Area Senior Nurses	The Victorian Centre of Excellence in Eating Disorders
The multidisciplinary team including Medical and Nursing staff	

- Work as part of the Equally Well Physical Health Team across Northern Mental Health
- Provide individualised nutrition care plans for consumers with severe mental health issues including (but not limited to) eating disorders, schizophrenia and bipolar affective disorder, in line with evidence based practice.
- Provision of nutrition education for consumers across the service.
- Collaborate with members of the multi-disciplinary team in decision making pertaining to high quality standards of consumer care. This includes assessment, planning, implementation and evaluation of care.
- Maintain accurate written & electronic documentation and records of interventions and services and progress of consumers.
- Ensure continuity of dietetic care through close liaison and consultation with the treating team and primary care providers (including local community and private practice dietitian services to establish longer term nutrition care).
- Participate in professional development and continuing education activities.
- Maintain Continuing Professional Development (CPD).
- Participate in and contribute to in-service staff development and training programs both internal and external to the service.
- Participate in changes to policies, procedures and protocols based on relevant research.
- Promote a friendly, respectful and supportive work environment.

## SELECTION CRITERIA

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### Formal Qualification(s) & Required Registration(s):

- Degree in Nutrition and Dietetics acceptable for full membership of the Dietitians Australia

### Essential:

- As per Medical Scientists, Pharmacists and Psychologists Enterprise Agreement would normally have at least 7 years' experience post graduating and demonstrated experience in a range of clinical areas.
- Demonstrated experience in the management of consumers with severe mental illness including eating disorders.
- Demonstrated experience supervising students and junior clinicians.
- Demonstrated high level of interpersonal and communication skills.
- Personal integrity and commitment to live and practice the Northern Health values
- Experience in individual and group counselling.
- Ability to demonstrate effective presentation skills for the purpose of education for staff, students and consumers.
- Demonstrated commitment to professional development with a minimum of 30 hours CPD per year.
- Experience working collaboratively with other health care team members, particularly in the area of Mental Health and Eating disorders.
- Ability to work independently and part of a multidisciplinary team.
- Demonstrated competence using computer applications such as Microsoft Office and Excel.

### Desirable:

- A minimum of 2 years of clinical experience post graduating and demonstrated experience in a range of clinical areas.

- Demonstrated experience supervising students and junior clinicians.
- Aboriginal and Torres Strait Islanders are highly encouraged to apply.
- Experience in working with ACCHO and Aboriginal Communities and Families

Employee Declaration

I  have read, understood and accept the above Position Description.

(Please print name)

Signature:

Date: