

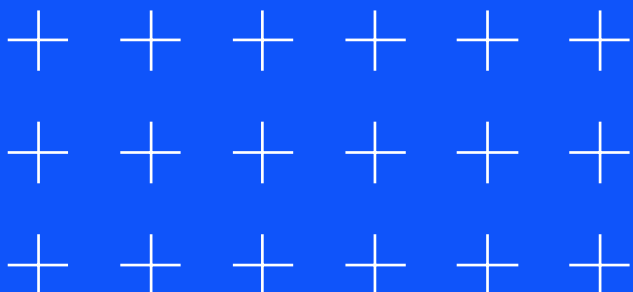
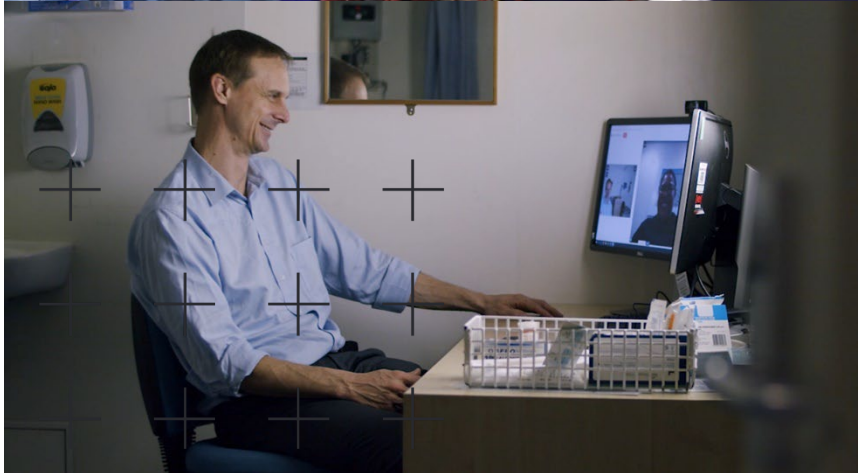


**The Royal
Melbourne
Hospital**

Advancing health for everyone, every day.

Could this be you?

**Join the Royal
Melbourne
Hospital team**



Position Description

Dementia Research Nurse Coordinator



THE ROYAL MELBOURNE HOSPITAL

The Royal Melbourne Hospital (RMH) began in 1848 as Victoria's first public hospital. And while we only had 10 beds to our name, we had the community of Melbourne behind us, and we were ready to provide the best possible care for those in need.

Since those early years, we've moved forward with purpose. Always at the forefront, leading the way on improving the quality of life for all.

Today the RMH is one of the largest health providers in the state, providing a comprehensive range of specialist medical, surgical, and mental health services; as well as rehabilitation, aged care, outpatient and community programs.

Our reputation for caring for all Melburnians is as essential to who we are as any scientific breakthrough we make. We're here when it matters most, and we'll continue to be the first to speak out for our diverse community's wellbeing.

OUR VISION

Advancing health for everyone, every day.

THE MELBOURNE WAY

At the RMH we're inspired by our vision of Advancing health for everyone, every day. While we're each going about our different roles, we're united by a shared understanding of the way we do things around here. We call it the Melbourne Way. We put people first — leading with kindness and working together, we excel as one Royal Melbourne Hospital.

People First



People are at the heart of everything we do. We take the time to understand how we can make the most positive difference for them.

Lead with Kindness



Our care and compassion sets us apart. We lead the way with a respectful, inclusive spirit — embracing the things that make us all unique.

Excellence Together



True excellence is only possible when we work as one Royal Melbourne Hospital community. Through collaboration, we set the highest of standards and achieve our goals.

OUR PRIORITIES

The RMH Strategic Plan: Towards 2025. Advancing health for everyone, every day is our plan for the future — one which we are committed to achieving together. This position contributes to the achievement of the five Strategic Goals, articulated in the plan:

1. **Be a great place to work and a great place to receive care**
2. **Grow our Home First approach**
3. **Realise the potential of the Melbourne Biomedical Precinct**
4. **Become a digital health service**
5. **Strive for sustainability**



Precinct and beyond, a myriad of research projects across the spectrum of clinical dementia and related disorders are actively pursued. Research outputs from the Unit have continued to make significant impact on clinical practice as well as research paradigms at national and international level.

KEY ACCOUNTABILITIES

- Commercially sponsored clinical trials: the Dementia & Neuropsychiatry Clinical and Research Units are active in research. There are numerous clinical trials currently underway. The number of clinical trials may increase and decrease from time to time.
- Investigator initiated studies: Various investigator-initiated studies relating to novel treatments and investigations of neuropsychiatric conditions, pharmacogenetics, neuro-cognitive/neuropsychiatric function in dementia and wider neurology/neuropsychiatry.
- Involvement in patient education. Act as a resource for patients and their families.
- Assessment of patients referred for evaluation for trials
- being the direct point of contact for sponsors and CROs working with our team,
- Operational, and financial review of proposed studies, including budget and contract negotiations with CROs/sponsor, submissions to HREC/RGO,
- Additional responsibilities can include the protocol writing and overall project management of investigator-initiated interventional trials, applications to funding bodies (NHMRC etc) for competitive funding of investigator-initiated studies and supervision of research students.
- Seek feedback on your work including participation in annual performance discussion.
- Speak up for safety, our values and wellbeing.
- Prioritise wellbeing and ensure safe work practices are developed and adhered to in their area.
- Respect that the RMH is a smoke-free environment.
- Work collaboratively with colleagues across all RMH teams.
- Continue to learn through mandatory training and other learning activities.
- Take reasonable care for your safety and wellbeing and that of others.
- Work in your scope of practice and seek help where required.
- Work in partnership with consumers, patients and where applicable carers and families.

KEY RELATIONSHIPS

Internal

- Head Clinical Trials Dementia Unit
- Dementia Research Nurses
- Office for Research Staff
- Neurologists
- Neuropsychiatrists
- Advanced Neurology/Neuropsychiatry Trainees

External

- Local and international pharmaceutical
- Companies Contract Research Organisations
- Referring specialists
- General practitioners
- Research unit staff of other hospitals



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- Work in accordance with relevant policies, procedures, standards and legislation including those related to clinical or competency requirements, risk management, discrimination, equal opportunity and health safety and wellbeing.
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ACCEPTANCE

I acknowledge and accept that this position description represents the duties, responsibilities and accountabilities that are expected of me in my employment in the position. I understand that the RMH reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

Employee Signature

Employee Name (please print)

/ /

Date
