

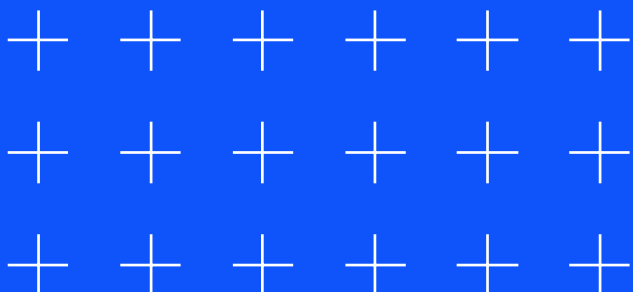
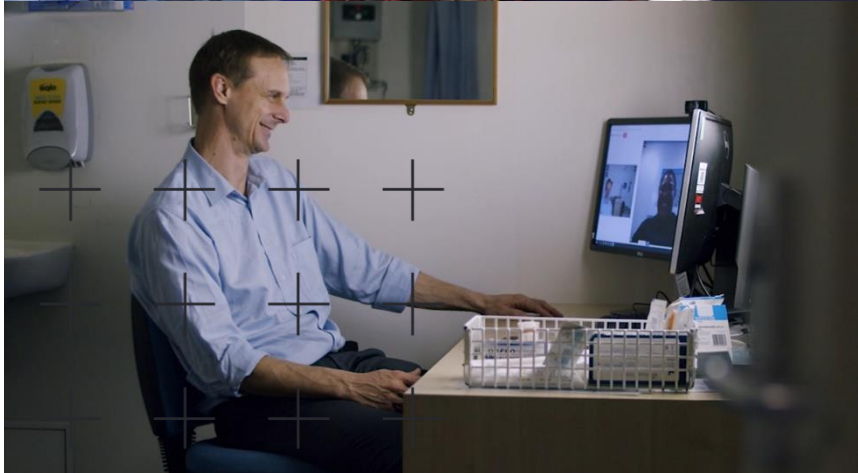


**The Royal  
Melbourne  
Hospital**

**Advancing  
health  
for everyone,  
every day.**

**Could this be you?**

**Join the Royal  
Melbourne  
Hospital team**



**Position Description**

**Clinical Research Nurse – Anaesthesia  
and Pain Management**



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## 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.

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## OUR VISION

# Advancing health for everyone, every day.

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## 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.

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## 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**





## KEY ACCOUNTABILITIES

- 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.
- Work collaboratively with colleagues across all RMH teams.
- Continue to learn through mandatory training and other learning activities.
- 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.
- Provide clinical and professional advice relating to the conduct of clinical research trials to multidisciplinary teams.
- Make clinical and professional decisions relating to clinical trial management on a daily basis.
- Mentor and support health science and medical students, new investigators and research staff to undertake safe, high quality research activities.
- Timely research administrative duties including ethics and governance applications, amendments and reporting, site initiation, data entry and maintenance of accurate Investigator Site Files.
- Gather high quality data and liaise with clinical teams to manage continuing care plans and taking appropriate action to ensure patient safety during their participation in the study.

## KEY RELATIONSHIPS

### Internal

- Anaesthesia and Pain Management Staff
- Perioperative Theatre Staff
- Office for Research
- Clinical Trials Pharmacy
- Pathology Services

### External

- Consumers, their families and carers
- Sponsors and Clinical Research Organisations
- Contracted external suppliers
- Regulatory bodies
- Trial coordinators at the Australian and New Zealand College of Anaesthetists and other sites

## KEY SELECTION CRITERIA

### Formal Qualifications:

- Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA)
- Current or commitment to undertake GCP certification
- Minimum of 5 years' acute nursing experience in a tertiary hospital

### Essential:

- Commitment to live the Melbourne Way - putting people first, leading with kindness and achieving excellence together.
- Ability to work effectively in a multidisciplinary team environment.
- Demonstrated knowledge of professional standards and knowledge of legal and ethical requirements in clinical research.



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- Well-developed communication and interpersonal skills
  - Flexibility to work collaboratively within a team and independently.
  - Initiative and self-motivation are essential to daily tasks.
  - Demonstrated excellent organisational, problem-solving skills and ability to multi-task and prioritise work.
  - Ability to complete tasks efficiently and deliver outcomes as required, with accuracy and attention to detail.
  - Windows based computer skills including Word, Excel, PowerPoint and Outlook.
  - Experience with electronic medical record systems, such as EPIC.

Desirable:

- Degree qualified with evidence of further education including postgraduate certification/diploma/continuous professional development in a relevant area of clinical practice, research or public health.
- Previous clinical trials or research experience or demonstrated interest in research.
- Experience in anaesthesia, peri-operative or critical care nursing.

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### KEY PERFORMANCE INDICATORS

Your performance will be measured through your successful:

- Demonstration of RMH values
- Achievement of portfolio specific KPI targets
- Participation in and satisfactory feedback through the annual performance review process
- Ability to maintain a safe working environment and ensure compliance with legislative requirements
- Contribution to meeting clinical research goals and requirements

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### AT THE RMH WE:

- Aim to provide a working environment that is safe and without risk to the health, safety and wellbeing of all employees, patients and consumers, and visitors.
- Speak up for patient, consumer, colleague and visitor safety, escalating issues if required.
- Deliver Safe, Timely, Effective, Person-centred Care (STEP) in line with our clinical governance framework.
- Are an equal opportunity employer, committed to providing a work environment free of harassment and discrimination. We promote diversity and inclusion in the workplace.
- 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.

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Employee Signature



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Employee Name (please print)

/ /

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Date

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