

Role Description



Role title:	Classification:
Nurse Consultant	RN3
Division/Business unit:	Reports to:
Disability and Specialised Services Nursing Services	Advanced Nurse Unit Manager

Role purpose:

The Nurse Consultant is a role within Disability and Specialised Services and is accountable to the Advanced Nurse Unit Manager for:

- Delivering expert quality nursing services to clients of Disability Support for Older Australians (DSOA) and participants of the National Disability Insurance Scheme (NDIS), in alignment with the Aged Care Quality Standards, NDIS Practice Standards and Quality Indicators, and the DHS Nursing Model of Care.
- Providing clinical nursing leadership, consultancy, operational management and mentorship to Registered and Enrolled Nurses, contributing to team capability, culture and consistent adherence to evidence-based practice and organisational policy.
- Providing expert clinical nursing care across community and residential settings, coordinating care planning, service delivery, and communication to support best care outcomes.
- Accepting accountability for nursing practice within their portfolio, including oversight of delegated care, contribution to a positive and safe work environment, and supporting education, development and competency-based training.

Key outcomes and accountabilities:

1. Provide clinical care and professional leadership through the delivery of direct and coordination of client care; staff instruction, supervision and training; delegation; effective stakeholder communication; and promoting client health and wellbeing through proactive monitoring.
2. Support the implementation of a sustainable model of nursing care by preparing and maintaining nursing standards, procedures and resources, managing incidents and risk, and contributing to improvement methodologies, reporting and quality measures.
3. Contribute clinical expertise to business planning, and the development of policy and processes across Disability and Specialised Services.
4. Undertake and oversee local resource management, including preparing reports, evaluating programs, utilising data collection to improve practice and service delivery, while supporting business performance by maintaining appropriate funding mechanisms, maximising billable time and identifying funding opportunities.
5. Deliver and implement the full scope of technical nursing care as required in accordance with the DHS Nursing Model of Care and the DHS Disability and Specialised Services Quality, Practice and Safeguarding framework, ensuring safe, contemporary practice, clinical supervision, appropriate delegation, and competency-based training for Enrolled Nurses and Disability Service Officers.
6. Hold a contemporary professional practice portfolio aligned to demonstrated knowledge, skills and experience, and complete activities necessary to achieve the outlined deliverables in the portfolio performance plan.

Key outcomes and accountabilities:

7. Maintain professional accountability through proactive workplace safety initiatives, hazard and risk mitigation (including emergency responses), and participation in six-monthly Professional Development Plans.

Note: Any other responsibilities in line with the classification level of the role as assigned by Line Manager and/or the Department. The responsibilities as specified above may be altered in accordance with the changing requirements of the role.

Special conditions:

- Prior to being employed, the successful applicant will be required to obtain a National Police Check if new to the Department and a satisfactory Employment-related Screening Check where this is required for the role.
- Must hold a current Australian issued Driver's Licence (equivalent to minimum class 'C' – South Australian), which must be maintained. Incumbent must be willing and able to drive all government vehicles within their licence classification during the course of their duties.
- Must maintain a contemporary professional practice portfolio containing evidence of qualification, learning and practice experience that underpins a demonstrable application of knowledge and skills commensurate with the level and type of practice expected of the role.
- A flexible approach to work and leave is required to fulfil the responsibilities of the role including working out of hours / weekends and/or participating in an on call roster, supporting Registered and Enrolled Nurses
- The incumbent is expected to consolidate knowledge and skills and develop capability through continuous professional development and experience.
- Some intrastate travel may be required.
- May be required to commence or finish work at a number of different work sites within the metropolitan area.
- The Nurse Consultant is expected to be an expert within their area of practice and have a significant degree of autonomy and decision making. They accept accountability for their nursing practice, the outcomes of practice for clients, the clinical advice given, delegations of care made and for addressing inconsistencies between practice and policy.

Key Relationships/Interactions:

- Advanced Nurse Unit Manager (Line Manager)
- DHS Nursing Team
- Disability Services Officers
- Wider internal and external DHS/DaSS services
- Disability and Specialised Services Leadership team
- Operational leadership team
- Internal and External stakeholders
- Clients, their carers, family and guardians

Budget/Delegations:

No budget or delegation accountabilities for this role.

DHS expectations and values: (Organisational contribution)

- Understand and follow workplace safety initiatives, identify hazards and contribute to a safe working environment, as well as follow procedures to manage and minimise risks within DHS.
- Follow the principles of a sustainable working environment by following departmental greening initiatives.
- Model ethical behaviour and practices consistent with the SA Government Code of Ethics for Public Sector Employees, Values and DHS Working with Children and Young People Code of Conduct.
- Practice and operate in line with the requirements of the Aged Care Quality and Safety Commission and the NDIS Quality and Safeguards Commission, including but not limited to the Code of Conduct for Aged Care and the NDIS Code of Conduct.
- Understand and follow the principles and practices of the Information Sharing Guidelines for Promoting Safety and Wellbeing (ISG) and the DHS Appendix to the ISG to facilitate appropriate information sharing practice within the context of this department.
- Treat all individuals with fairness and respect, regardless of their race, culture, language, gender (including gender diversity), religion, sexuality, ability, or age.
- Promote and maintain inclusive workplaces that embrace diversity and actively support difference.
- Demonstrate zero tolerance for discrimination, harassment, or disrespectful behaviour towards or by clients, colleagues, contractors, or stakeholders.

Role specific capabilities: (Skills, experience, knowledge, attributes)

1. **Clinical Knowledge Base** – Demonstrate knowledge of Contemporary Nursing Practice and Quality Assurance Activities as it relates to disability services and aged care, including the Australian Nurses and Midwifery Council (ANMC). National Standards for Practice for the Registered Nurse and the requirements of the Health Practitioner Regulation National Law (South Australia) Act 2010.
2. **Nursing Experience** – Demonstrate competence in nursing care and utilise experience in nursing practice for the delivery of client centred care in accordance with the appropriate standards of practice for self and others.
3. **Multi-disciplinary Teamwork** – Proven ability to effectively communicate and work with people from diverse professional backgrounds and work as a team member to provide a holistic standards professional service.
4. **Conflict Resolution** – Proven ability to clarify situations, act impartially, and use influence, negotiation and persuasion to effectively mediate the conflict and devise a workable solution.
5. **Accountability and Decision Making** – Take responsibility for and is able to demonstrate justifiable reasons for actions and decisions. Make decisions within area of responsibility, evaluating all available information and take action in line with organisational policy and values as well as legislative requirements.
6. **Professional Leadership** – Proven leadership in clinical practice, and/or leading a multidisciplinary team on a wide range of care practices and contribute to positive cultural and organisational change.
7. **Professionalism and Integrity** – Personal attributes of empathy, resilience, adaptability, and cultural responsiveness, with a clear commitment to upholding the dignity, rights, and autonomy of every participant/client. Demonstrates a strong commitment to ethical practice, professional standards, and organisational values.

Qualifications:

Essential: Registered as a Registered Nurse with AHPRA and holds or is eligible to hold a current practicing certificate. Must have completed a Nursing and Midwifery Board of Australia (NMBA) approved program of study. Work at this level requires at least 3-years post registration experience.

Qualifications:

Desirable: Qualification in relevant area of speciality.

Key leadership competencies and expected behaviours at this classification:**Promotes strategic thinking and change**

- ☒ Creates a shared vision and mission for the BU.
- ☒ Inspires and influences others to assume ownership BU goals.
- ☒ Leads teams in aligning their priorities within a broader organisational and political context.
- ☒ Champions sustainability and long-term improvement. Communicates effectively and leads others in times of change.
- ☒ Identifies and analyses difficult and complex problems that have organisation-wide impact.

Achieves objectives

- ☒ Delivers results and improvements to meet BU objectives by translating ideas into concrete plans.
- ☒ Anticipates future organisational needs, risks and uncertainties, and aligns systems and resources to meet these needs.
- ☒ Makes well-informed and timely decisions that affect the BU, even when information is incomplete and ambiguous.
- ☒ Interprets and abides by the laws, regulations and policies determining BU activities.
- ☒ Takes accountability for team/BU success and manages others to achieve outcomes.
- ☒ Monitors the performance of the team/BU, considers feedback information and seeks continuous improvement.
- ☒ Integrates technical expertise into the BU to achieve its objectives.

Leads business excellence

- ☒ Sets clear standards, manages risks, setbacks, and implements continuous improvement initiatives.
- ☒ Sets challenging but achievable goals/targets with relevant metrics based on market trends, developments and legislative changes to ensure business needs are continually met.
- ☒ Provides clear and timely recognition, promptly addresses under performance and lifts performance through coaching.
- ☒ Inspires innovation and ongoing learning, and plans strategically to meet BU goals.
- ☒ Drives outstanding customer service by enabling team members to anticipate client needs.
- ☒ Empowers others to use resources effectively.

Builds genuine partnerships

- ☒ Considers the impact of decisions and priorities on other business areas, adapting approach to meet organisational goals.
- ☒ Approaches negotiations with an understanding of key issues and is able to clearly communicate reasoning and justification to facilitate mutually beneficial solutions.
- ☒ Facilitates constructive discussions to mediate conflict and disagreements. Encourages diversity of thinking and differences of opinion.
- ☒ Identifies and develops key strategic relationships and networks to achieve goals, increase departmental knowledge and create communication channels.
- ☒ Proactively develops effective strategic relationships, networks and partnerships with internal and external stakeholders.
- ☒ Models inclusive behaviour and tailors communication style to meet the audience's needs.

Models personal drive and professionalism

- ☒ Maintains the highest level of integrity to embed ethical practice and organisation's values into the culture.
- ☒ Raises and challenges important issues constructively, and backs own judgement and actions confidently when challenged.
- ☒ Demonstrates resilience in responding to changing directions. Modifies approach, processes and procedures to fit situational changes within the BU.
- ☒ Demonstrates a high level of self-awareness and acts as a role model by openly communicating strengths and development needs.

- ☒ Champions a workplace that values respect, diversity and individual differences to build a culture of inclusivity.
- ☒ Establishes expectations and models best practice wellbeing and safety behaviours.

Approval:

Assessed by: Tracey McGlenchy, Lead HRBP		Date: August 2026
Approved by: Alice Every, Interim Director		Date: 04/09/2026