

Position Description

Date revised:	28/08/2026
Position:	Aboriginal Cadetship Program – Nursing, Midwifery and Allied Health
Award / Agreement:	Health and Allied Services, Managers and Administrative Workers (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2025 – 2027
Classification Title	Health Care Worker Level 1
Department / Unit:	Nursing and Allied Health Department
Care Group:	Peninsula Care Group
Accountable to:	Operationally: Nurse Unit Manager Professionally: Head of Discipline
Number of direct reports:	0

About Bayside Health

Bayside Health is a public health service delivering high-quality care across every stage of life for close to 1.2 million people living in metropolitan Melbourne, the Mornington Peninsula, Koo Wee Rup, Bass Coast and Southern Gippsland.

We have more than 15 main sites, including hospitals, centres and clinics that provide comprehensive care from welcoming newborns to supporting older people and a full range of services in between.

More than 22,000 dedicated staff are focussed on providing exceptional, equitable, and locally connected care through shared expertise, compassion, and a commitment to continuous growth. Education and training are central to staff development as we encourage all employees to strive and thrive.

Bayside Health was formed following the merger of Alfred Health, Bass Coast Health, Gippsland Southern Health Service, Kooweerup Regional Health Service and Peninsula Health on 1 January 2026.

Care Groups

Bayside Health is organised into three care groups:

1. **Alfred Care Group** operates The Alfred, Caulfield Hospital, Sandringham Hospital and Melbourne Sexual Health Centre. Australia's busiest Emergency and Trauma Centre and largest Intensive Care

Unit is located at The Alfred. From here we provide nineteen statewide services to support the Victorian community. It is also the largest site for clinical trials in Australia.

2. **Peninsula Care Group** operates Frankston Hospital, the new Peninsula University Hospital and Rosebud Hospital among other sites and facilities. The new hospital will transform local care with dedicated wards and services. The group also operates MePACS, a personal alarm service, which cares for around 50,000 elderly and vulnerable people across Australia.
3. **Bayside Regional Care Group** operates sites at Kooweerup, Korumburra, Leongatha, Phillip Island and Wonthaggi and specialises in rural and regional care.

Our Code of Conduct

Our staff are expected to demonstrate and uphold the behaviours set out in Bayside Health's Code of Conduct.

Division

Position Summary

The Aboriginal Cadetship Program for Nursing, Midwifery and Allied Health students aims to include delivery of supportive structures within the organisation and a minimum of eight weeks (40 roster shifts) over a six-month period in casual capacity. In a hospital setting, the cadetship role provides support to the allied and nursing staff in the delivery of safe, personal, effective and connected care. The elements of patient care will be delegated in accordance with the professional judgement of the supervising Health Professional and in accordance with the level of achieved education preparation and assessed competence of the individual Cadet. The role will include tasks such as observation of clinical procedures and therapeutic interventions; assisting with patients' activities of daily living; and providing wellbeing support through effective communication. The position offers access to culturally safe professional support; peer support, learning activities and development of professional affiliations and potential career pathways.

While Cadets work within the role requirement of their position description, the role itself is flexible and can be tailored to suit the needs of the individual Cadet and clinical area. The role can involve a mixture of direct patient care and other indirect activities that support the department, remembering that the key purpose of the Cadetship is for the Cadet to learn soft skills for work readiness

Key duties and responsibilities

- The Cadet, under the supervision of the one or more registered health professional, provide delegated activities in accordance with this position description.
 - The Cadet must maintain their academic obligations and remain an active student throughout their fixed term of employment.
- Works collaboratively with both the employer and the University to ensure the requirements of both organisations are met. Comply with all Policies and Procedures.
 - Adhere to infection control policies and procedures identified in the Infection Control Manuals.
- Participate in integrated risk management and quality improvement systems by being aware of responsibilities to identify, minimise and manage risks and identifying opportunities for continuous improvement in the work setting through communication and consultation with managers and colleagues.
- Function in accordance with legislation and the organisation's local policies and procedures, conducting practice within a professional and ethical framework to deliver delegated care.
- Accept accountability and responsibility for practicing safely within the scope of this position description.

- Participate in delegated aspects of care delivery in relation to the patient's plan of care
- Ensure all residents, families, clients, visitors and staff are treated with respect, dignity and courtesy; an environment that is free from harassment and discrimination.
- Provide constant patient observation when directed by the registered health practitioner, following assessment by the registered health practitioner
- Ensure that the affairs of the, and its partnering organisations, clients and staff remain strictly confidential and are not divulged to any third party except where required for clinical reasons or by law.
- 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 employees.
- Maintain a safe patient environment
- Communicate effectively in the work environment including appropriately directing telephone enquiries

Key capabilities

- Initiative and Accountability – Proactive and self-starting and takes responsibility for own actions
- Empathy and Cultural Awareness- Communicates well with, relates to and sees issues from the perspective of people from adverse range of cultures and backgrounds
- Relationship Building – Establishes and maintains relationships with people at all levels, promotes harmony and consensus through diplomatic handling of disagreements, forges useful partnerships with people, builds trust through consistent actions, values and communication
- Flexibility – Adaptable, open to new ideas and accepts changed priorities without undue discomfort
- Drive and Commitment – Demonstrates capacity for sustained effort and hard work
- Resilience – Perseveres to achieve goals, even in the face of obstacles
- Customer Focus – Committed to delivering high quality outcomes for clients
- Exceptional organisational skills -Ability to prioritise duties.

Quality, safety, risk and 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 guidelines.
- Maintain a safe working environment for yourself, your colleagues and members of the public.
- Escalate safety, quality & risk concerns to the appropriate staff member if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with principles of Patient-Centred Care.
- Comply with Bayside Health's mandatory continuing professional development requirements.
- Comply with National Safety & Quality Health Service Standards and other relevant regulatory requirements.
- Maintain responsibility for supporting enterprise security.

Other requirements for all Bayside Health staff

- Ensure compliance with relevant Bayside Health clinical and administrative policies and guidelines.
- Comply with relevant privacy legislation.
- Protect confidential information from unauthorised disclosure and not use, disclose or copy confidential information except for the purpose of and to the extent necessary to perform your employment duties at Bayside Health.

- Comply with Bayside Health's medication management and medication safety policies and guidelines.
- Comply with the actions set out in the relevant section(s) of the OHS Roles and Responsibilities Guideline.
- Research activities will be undertaken commensurate with the role.
- In accordance with Directions made by the Secretary, Department of Health, all Bayside Health employees working in Category A or B roles (as determined by the department's risk ratings) must be vaccinated against Influenza with a TGA approved vaccine

QUALIFICATIONS/EXPERIENCE REQUIRED

Essential

- Identify as being of Aboriginal or Torres Strait Islander background (Confirmation Of Aboriginality required)
- Enrolled in a diploma of nursing, bachelor's degree in nursing and/or midwifery and have progressed beyond first year.
- Have maintained a pass grade in all subjects
- Living in Victoria or a cross-border community

Commitment to child safety

Bayside Health has zero tolerance for child abuse and is committed to acting in the best interest of children in our care. We promote cultural safety and participation of Aboriginal children, children of cultural and linguistic diversity and those with disabilities to keep them safe at all times.

Position Description authorised by: **Marlon Bennett**

Date: Click or tap to enter a date.