



## Position Description

<b>Position Title</b>	<b>Registered Nurse</b>
<b>Department</b>	Nursing
<b>Reports to</b>	Senior Registered Nurse
<b>Direct Reports</b>	N/A
<b>Purpose and Objectives</b>	<p>The Registered Nurse provides medical assistance in matters related to standards and organisation of nursing care at the College and to promote team harmony and positive practice through good communication and mediation skills.</p> <p>With guidance from the Senior Registered Nurse, you are responsible for the health care of the students in the Boarding Houses and providing health care for day students and College staff.</p> <p>In the role, you will uphold the College's standards of performance and integrity, working independently and collaboratively to foster a positive workplace culture. Success in this role depends on a strong work ethic, attention to detail, and the ability to build respectful partnerships with staff, students, and broader College stakeholders.</p>
<b>Key Accountabilities</b>	<p><b>Day-to-day operational services</b></p> <ul style="list-style-type: none"> <li>• Provide optimal health care to boarding and day students through thorough evaluation.</li> <li>• Liaise with the Head of Houses, Year Level Coordinators and counsellors in all aspects of student medical care for all students.</li> <li>• Assist staff with routine medical matters when needed.</li> <li>• Provide emergency first aid to members of the SPLC community or visitors to the College.</li> <li>• Ensure the clinic is fully supervised and appropriate equipment and furniture are provided.</li> <li>• Maintain current knowledge of medical issues and to participate in professional development to maintain up to date practices.</li> <li>• Work in conjunction with other health professionals to provide clinics at the College as well as arrange appointments off campus for individuals when required.</li> <li>• Ensure parent communication regarding their child's health or promotion of health issues is consistent and efficient.</li> <li>• Assist in the Health Education program within the College, fostering preventative health practices.</li> <li>• Other duties as requested by the Senior Registered Nurse, Deputy Student Welfare or Head of College.</li> </ul> <p><b>Safety</b></p> <ul style="list-style-type: none"> <li>• Ensure professional practices adhere to the Nursing Code of Ethics and the Nursing Code of Practice</li> </ul>



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	<p><b>General Responsibilities</b></p> <ul style="list-style-type: none"><li>• Be honest and trustworthy</li><li>• Be collaborative and ensure a team approach.</li><li>• Participate in training sessions as required.</li><li>• Undertake other duties as delegated by Leader and /or Head of College.</li></ul>
<p><b>Selection Criteria</b></p>	<p>The selection criteria will form the basis to assess applicants for short-listing and determine the successful candidate.</p> <p><b>SC1 - Qualifications/Experience</b></p> <ul style="list-style-type: none"><li>• Must hold current Nurse Registration with the Australian Health Practitioner Regulation Agency (AHPRA)</li><li>• Demonstrated work experience preferably in a school environment or working with children</li><li>• Hold a current driver's licence.</li></ul> <p><b>SC2 – Technical Skills</b></p> <ul style="list-style-type: none"><li>• Strong clinical skills</li><li>• Strong analytical and problem-solving skills</li><li>• Meticulous record keeping skills – accuracy of data entry is essential.</li></ul> <p><b>SC3 – Communication</b></p> <ul style="list-style-type: none"><li>• Strong communication skills - both oral and written (ability to relate well on the telephone and in person to staff, teachers and parents).</li><li>• Empathy and Interpersonal skills.</li><li>• Ability to build a professional rapport with young people.</li></ul> <p><b>SC4 - Physical Awareness</b></p> <ul style="list-style-type: none"><li>• Possession of a reasonable level of physical fitness to perform the inherent duties of the role including manual handling tasks</li><li>• Pride in personal appearance, cleanliness and demeanour, including wearing the College-provided uniform.</li></ul> <p><b>SC5 – Personal capabilities</b></p> <ul style="list-style-type: none"><li>• A positive attitude and commitment.</li><li>• Ability to work on own initiative and as a team member.</li></ul> <p><b>SC6 – Christian Ethos</b></p> <ul style="list-style-type: none"><li>• An understanding of, respect and demonstrable support for the College's Christian ethos.</li></ul>



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<b>Position Status</b>	Casual
<b>Hours of Duty</b>	Must be flexible - various hours; including weekends and public holidays Rostered hours
<b>Classification</b>	Registered Nurse Schedule 12 Level 1 1 <sup>st</sup> – 4 <sup>th</sup> Year
<b>Annual Salary</b>	\$47.0720 - \$54.1250 (gross) per hour inclusive of the 25% casual loading <b>Terms and Conditions</b> – Please refer to the Employment Contract, which may or may not include reference to the <a href="#">Queensland Lutheran Schools Single Enterprise Agreement 2024</a> .
<b>Superannuation</b>	12.75% employer contribution from 1 July 2025
<b>Location</b>	St Peters Lutheran College – Indooroopilly 66 Harts Road, INDOOROOPILLY QLD 4068
<b>Professional Behaviours</b>	Applicants are expected to respect and uphold the College's Mission of "Excellence in Christian Co-Education", support the Christian ethos of St Peters Lutheran College, and uphold the Code of Conduct and Valuing Safe Communities standards.  All employees are expected to demonstrate courtesy, co-operation and teamwork with fellow members of staff, and actively and effectively participate in reasonable directions provided.
<b>Child Protection</b>	All employees of St Peters are required to complete annual Child Safety Training. New employees must complete this training upon commencement, and/or provide certificate of completion from previous workplace.  Employees must understand and adhere to the College's Child Protection Policy and Procedures.
<b>Health &amp; Safety</b>	All employees are required to take reasonable measures to protect their own health, safety and wellbeing, and that of others, and to follow all reasonable Health and Safety policies, guidelines, and directions.  If in a leadership position, additional accountability for operational management of safe work practices in their area. Includes making appropriate resources, information and training available to their team members.
<b>Policies &amp; Procedures</b>	Employees are expected to understand and act in accordance with St Peters policy and procedure documents that are available on the College's intranet, relevant legislation and directions within the employment contract and/or Queensland Lutheran Schools Single Enterprise Agreement and take the responsibility to maintain currency with these.



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<b>Compliance Requirements</b>	<p>Right to work in Australia.</p> <p>Current Blue Card and/or Queensland College of Teachers Registration.</p> <p>Identified positions will require additional security clearances. All successful candidates will be required to obtain and maintain currency and levels of security clearance.</p> <p>Timely completion of mandatory training requirements and training relevant to their role.</p>
<b>Other Relevant Information</b>	<p>The College will conduct relevant and required applicant checks which include and is not limited to, contacting current and previous employer(s) to substantiate employment history, past conduct and performance.</p> <p>St Peters Lutheran College aims to be a preferred employer by fostering and valuing diversity, ensuring equitable and fair treatment for all, and respecting and upholding human rights.</p> <p>The College is committed to increasing the participation rate of Aboriginal and Torres Strait Islander people through best-practice recruitment methods and producing positive training and employment outcomes for Aboriginal and Torres Strait Islander people within the wider communities.</p> <p>The collection and handling of information will be consistent with the requirements of the <i>Privacy Act 1988</i>.</p>
<b>Further Information</b>	<p>Further information about St Peters can be found at <a href="http://www.stpeters.qld.edu.au">www.stpeters.qld.edu.au</a></p>

June 2026