



## Position Description

Registered Nurse – Goldbridge

- **Position Title:** Registered Nurse – Goldbridge
- **Unit/Branch/Division:** Goldbridge Therapeutic Community (TC)
- **Location:** Southport, QLD 4215
- **Purpose of the Position**  
The Registered Nurse works within a Therapeutic Community (TC) framework by providing professional and quality client-centred nursing care for clients accessing the program. The Nurse works within a health framework, providing appropriate and recognised evidence-based screening, assessment, planning and engagement.
- This position offers a flexible permanent part-time arrangement ranging from 18 to 38 hours per week, with flexibility in working days. The role does not require shift work, night work, or weekend work.
- **Key Relationships**  
**Supervisor:** Reports to the Operations Manager  
**Supervises:** This position does not have any inherent supervisory role
- **Key Responsibilities & Tasks**
  - Provide clinical leadership including nursing interventions, clinical assessments and referrals for clients accessing the program.
  - Liaise with VMO, organise Doctors list/Medical referrals/appointments
  - Monitoring medication side effects, and compliance.
  - Coordinate urine drug-testing as per Goldbridge policy and procedures.
  - Addressing residents' concerns with pain, nausea, etc. support with their PRN medication.
  - Monitor First Aid equipment, Medical and Testing equipment including thermometers. Organise annual calibration as per ISO standards.
  - Conduct health seminars on a regular basis as per the TC Team Leaders direction
  - Conduct medical assessments with new admissions & and complete a Medical Treatment Plan (MTP). Review / update MTPs every 3 months. Finalise MTP on exit.
  - Order residents' medication from Pharmacy and medical supplies. Regularly audit medication for expiry dates and dispose of at Pharmacy.
  - Organise Vaccinations and monitor the Vaccine fridge temperatures and stock.
  - Crisis management planning.
  - Provide nursing care and clinical responsibilities as required.
  - Liaise with pathology, and monitor fridge temperatures.
  - Submit a weekly report on the health status of residents e. g. changes in medication, referrals to specialists, and brief reports from Psychiatrists/Psychologists/Hospitals.
  - Complete a weekly Nurses report data compilation of medical information/test results.

- Keep abreast of new and revised community health issues and support networking opportunities and partnerships. Participate in appropriate Training.
  - Undertake regular file audits for Quality Assurance.
  - Maintain a high standard of professional practice including client confidentiality, informed consent to treatment, and a collaborative and coordinated approach to client treatment and care.
  - Collaborate with the Psychologist, regarding clients with co-occurring mental health concerns.
  - Maintain appropriate client records in accordance with legal and organisational requirements and participate in the data collection systems operated by Goldbridge Rehabilitation Services Incorporated.
- **Health & Safety**
    - Be aware of and adhere to WH&S policies and procedures.
- **Professional Responsibilities**
    - Hold a current and valid driver's license.
    - Obtain a Police Check Certificate before commencing employment.
    - Undertake any duties as may be directed by the Operations Manager/Deputy CEO or CEO.
    - Adhere to Goldbridge Policies and Procedures.
    - All employees are required to sign the Goldbridge Code of Ethics and the HR Induction Handbook.
    - All employees have a professional and ethical responsibility to not be under the influence of any drug or alcohol when on duty.

Expression of Interest/Applications are to be submitted with a Cover Letter and Resume to the Goldbridge HR Manager via email: [sam@goldbridge.com.au](mailto:sam@goldbridge.com.au)

- Closing date: Tuesday, 7 April 2026.