

## POSITION DESCRIPTION

<b>Position Title:</b>	Lactation Consultant
<b>Business Unit/Department:</b>	Maternity Services
<b>Division:</b>	Women's & Children's Services
<b>Award/Agreement:</b>	Nurses & Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement
<b>Classification:</b>	Clinical Nurse Consultant A (ZF4) Clinical Midwife Consultant A (RN34)
<b>Reports To:</b>	Midwife Unit Manager Midwife in Charge Lactation Services Team Leader
<b>Direct Reports:</b>	N/A
<b>Date Prepared/Updated:</b>	2 February 2023

### Position Purpose

The Lactation Consultant is a Registered Nurse and/or Registered Midwife and an International Board Certified Lactation Consultant who provides advanced clinical breastfeeding and lactation care in Maternity Services, Newborn Services, Children's Ward, Intensive Care Unit, Medical and Surgical Units and the Emergency Department at Sunshine Hospital.

The Lactation Consultant provides counselling to mothers and their families on the initiation, exclusivity and duration of breastfeeding and lactation, and assists amidst any difficulties or high-risk situations. The Lactation Consultant is compassionate and empathetic when supporting the needs of women and their family structures in working towards breastfeeding and lactation goals. The Lactation Consultant ensures that the care is woman focused, integrated, consistent and evidence-based.

The Lactation Consultant advocates for and advances the status of Sunshine Hospital as a facility accredited by the Baby Friendly Health Initiative (BFHI) according to WHO and UNICEF guidelines. The Lactation Consultant adopts a BFHI portfolio, and supports the development of '*The Ten Steps to Successful Breastfeeding*'.

The Lactation Consultant acts as a role model, setting high clinical standards and achieves high quality evidence based breastfeeding and lactation outcomes. The Lactation Consultant fosters the development of cooperative professional relationships within the multidisciplinary health care team, and facilitates a working environment which provides professional development opportunities for staff.

The Lactation Consultant provides high quality face to face breastfeeding and lactation care to patients on a day-to-day basis. As a professional, the Lactation Consultant is accountable for:

- The maintenance of their own clinical knowledge, further education and working within the confines of their specific scope of practice at all times, in accordance with the boundaries set by their experience and skill.

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- Ensuring that they are registered to work as a Registered Nurse and/or Registered Midwife in Australia at all times whilst working as a Lactation Consultant within Western Health.

## Business Unit Overview

The Division of Women's & Children's Services at Western Health is responsible for the provision of inpatient and ambulatory care across Maternity, Gynaecology, Neonatal and Paediatric Services. The Division provides both elective and emergency care and aims to ensure the provision of safe, coordinated, person-centred, right care through a consistent, multi-disciplinary partnership approach.

The Division of Women's & Children's Services continues to expand and develop to meet the Western region's population growth, care complexities and demand. The service has seen significant growth over the last 4-5 years across all program areas in assisting to meet regional support requirements. The purpose-built Joan Kirner Women's and Children's (JKWC) Building at Sunshine Hospital, and the delivery of services at Bacchus Marsh Hospital following amalgamation continues to support the growth of the service, with planning commenced for the New Melton Hospital in 2029 providing services for women and children.

In 2024/25 in the Women's & Children's Divisions activity included more than:

- 7,983 total babies were born: on average 21-22 babies per day
- 7,199 babies were born at Sunshine Hospital
- 784 babies were born at Bacchus Marsh Hospital
- 1,512 neonates accessed Newborn Services
- 3,062 women accessed inpatient Gynaecology services
- 4,149 children were admitted
- 29,985 children were cared for in the Sunshine Hospital Emergency
- 160,208 episodes of ambulatory care were provided

The Women's & Children's Division provides care across a number of sites within the Western catchment, including Sunshine, Bacchus Marsh, Melton and Sunbury. The Division collaborates with several other Divisions within Western Health and partners with external health services and community services to ensure the provision of Best Care for our community.

The Division will continue to innovate and develop services and care options across Western Health to ensure Best Care for the community of Western Melbourne.

## Key Responsibilities

### Direct Patient Care/Consultancy

- Perform comprehensive patient assessments and demonstrate skill in the development of breastfeeding and lactation care plans, within the specified scope of practice independently and in collaboration with other members of the multidisciplinary team
- Demonstrate knowledge and skill application for high risk breastfeeding and lactation challenges
- Safely initiate therapeutic interventions based on accurate knowledge of the characteristics and concurrent therapies of the patient receiving the care
- From within the specified scope of practice, refer patients to other health professionals as necessary
- Evaluate the effectiveness of the client's response to the clinical management and take appropriate action
- Practice within a clinical framework that is evidence based, relevant and current, and is in accordance with the relevant professional bodies/industry standards
- Accurately documents clinical management within prescribed Western Health documentation, ensuring all legal requirements are met in regards to legibility of content and identity of reporter in accordance with Western Health policies and procedures
- Identify potential adverse outcomes and implement proactive strategies to achieve risk minimisation, ensuring patient safety is maintained
- Is responsible for a timely response to referrals, and manages and provides assistance to others in prioritisation and completion of tasks

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- Act as a primary resource in relevant area and ensure the provision of high quality, culturally sensitive patient care in partnership with patients, their significant others and other members of the multidisciplinary care team

### Education

- Act as a positive role model, coach, mentor and clinical resource for staff that meets their learning needs
- Maintains a high visible profile within the relevant areas of the organisation and provide a clinical resource service to staff in the health service
- Assist with the organisation and facilitation of study days and education sessions/in-services offered to staff through the continuing education calendar
- Contribute to the education of nursing & midwifery staff and other professionals through the exchange and sharing of information gained from participation in meetings, portfolio management, seminars and conferences via in-services, presentations, education forums and team meetings
- Identify, design and provide education programs as required specific to the individual learning needs of patients, their significant, staff and students, community organisations and the wider public
- Maintain and update own professional development portfolio to demonstrate an ongoing commitment to learning and best practice

### Supporting Services

- Represent clinical specialty in multidisciplinary working groups
- Participate in the authoring and reviewing of Western Health clinical procedures and guidelines
- Identify opportunities for process redesign and supports staff in the implementation of redesign projects and activities
- Contribute to a Divisional Quality and Business Plan as required in accordance with the National Safety and Quality Health Service Standards and Western Health Guidelines

### Research and Quality Activities

- Identify and contribute to quality improvement and research projects within the service
- Identify areas that require improvement through observation, audits, incidents and staff feedback and implements improvement initiatives accordingly
- Participate in Western Health or independent clinical research and presents findings and or outcomes
- Provide clinical breastfeeding and lactation expertise through knowledge of research, new developments and evidence-based practice in discipline specific and related areas
- Remain informed of the current literature
- Present and publish work in professional conferences and journals

### Nursing & Midwifery Leadership

- Communicate information and expectations clearly and concisely in a way that builds effective and collaborative working relationships with others
- Maintain a professional demeanour and serve as a role model for nursing & midwifery staff, both as a clinician and in line with building positive workplace culture
- Demonstrate strong mentoring skills within the nursing & midwifery and multidisciplinary team

In addition to the key responsibilities specific to your role, you are required to deliver on the [Key Organisational Accountabilities](#) which are aligned with the Western Health strategic aims.

### Key Working Relationships

#### Internal:

- Director of Nursing & Midwifery
- Divisional Director
- Clinical Service Director
- Operations Manager
- Heads of Units
- Medical staff

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- Nurse/ Midwife Unit Manager
- Nurse/ Midwife In Charge
- Nursing & Midwifery staff
- Clinical Supervisor
- Members of the multidisciplinary team
- Nursing & Midwifery education team
- Undergraduate Nurses/Midwives

**External:**

- Patients, Clients and Decision Maker
- General practitioners and broader Western Health Community Partners
- Community liaisons

## Selection Criteria

**Essential:**

- Currently registered with the International Board of Lactation Consultant Examiners
- Registered Midwife/Nurse in Australia and holds a current practicing certificate
- Demonstrate organisational skills, particularly with respect to time management in the provision of care
- Have excellent written and verbal communication skills
- Have highly developed interpersonal skills
- Demonstrate an ability to practice collaboratively as part of a multidisciplinary health care team
- A commitment to high quality, safe and person centred care
- Possess excellent clinical skills
- Demonstrated ability to practice collaboratively as part of a multi-disciplinary health care team
- Demonstrated evidence of undertaking professional development activities to maintain and enhance expertise

**Desirable:**

- Membership of appropriate professional organisation
- Experience providing breastfeeding and lactation support

## Additional Requirements

All employees are required to:

- Obtain a police/criminal history check prior to employment
- Obtain a working with children check prior to employment (if requested)
- Obtain an Immunisation Health Clearance prior to employment
- Report to management any criminal charges or convictions you receive during the course of your employment
- Comply with relevant Western Health clinical and administrative policies and guidelines.
- Comply with and accept responsibility for ensuring the implementation of health and safety policies and procedures
- Fully co-operate with Western Health in any action it considers necessary to maintain a working environment, which is safe, and without risk to health
- 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 Western Health
- Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Western Health
- Be aware of and comply with relevant legislation: Public Administration Act 2004, Victorian Charter of Human Rights and Responsibilities Act 2006, the Victorian Occupational Health and Safety Act 2004, the Victorian Occupational Health and Safety Regulations 2017 (OHS Regulations 2017), Fair Work Act 2009 (as amended), Occupational Health and Safety (Psychological Health) Regulations 2025, the Privacy Act 1988 and responsibilities under s141 Health Services Act with regard to the

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sharing of health information, the Family Violence and Child Information Sharing Schemes, Part 5A and 6A Family Violence Protection Act 2008, Safe Patient Care Act 2015, Mental Health & Wellbeing Act 2022

- Be aware of and comply with the Code of Conduct for Victorian Public Sector Employees and other Western Health employment guidelines

### General Information

- Redeployment to other services and sites within Western Health may be required.
- Employment terms and conditions are provided according to relevant award/agreement.
- Western Health is an equal opportunity employer and is committed to providing for its employees a work environment which is free of harassment or discrimination. The organisation promotes diversity and awareness in the workplace
- Western Health is committed to Gender Equity
- Western Health provides support to all personnel experiencing family and domestic violence
- This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Western Health reserves the right to modify position descriptions as required. Employees will be consulted when this occurs
- Western Health is a smoke free environment

*I confirm I have read the Position Description, understand its content and agree to work in accordance with the requirements of the position.*

Employee's Name: \_\_\_\_\_

Employee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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