

Position title	Community Paramedic - Healthy Ageing Hub
Program	Healthy Communities
Reports to	<ul style="list-style-type: none"> • Program Leader Healthy Communities • Manager Health & Communities • General Manager Health, Aged & Disability • Chief Executive Officer
Direct reports	<ul style="list-style-type: none"> • Nil
Award/EBA	Community Health Centre (Stand Alone Services) Social and Community Service Employees Multi Enterprise Agreement 2022

Position summary

The Community Paramedic provides accessible, early intervention health assessments at community pop-up locations to prevent health deterioration and connect older adults to appropriate care pathways. This innovative role brings clinical expertise directly into community settings where older adults already gather, reducing barriers to healthcare access and enabling timely identification of health concerns.

Working collaboratively with the Healthy Ageing Hub Navigators, GP practices, and local health services, the Community Paramedic conducts comprehensive health assessments, provides health education, and facilitates appropriate referrals. This position operates within GCH's clinical governance framework and maintains strong partnerships with primary care providers to ensure continuity of care for participants.

The role requires clinical excellence combined with community engagement skills, cultural sensitivity, and the ability to work autonomously in diverse community settings while maintaining professional accountability and standards.

Key responsibilities

1. Clinical Assessment and Early Intervention

Conduct comprehensive health assessments at community pop-up clinics including vital signs monitoring (blood pressure, respiratory rate, oxygen saturation, blood glucose), ECG monitoring where indicated, fall risk assessment, and medication reviews. Identify health concerns requiring immediate, urgent, or routine medical attention. Provide clinical assessments within scope of practice while working collaboratively with established primary care providers.

2. Care Coordination and Referral Management

Develop and implement appropriate action plans based on assessment findings, including emergency department referrals for immediate concerns, GP appointments for urgent and routine matters, and referrals to allied health, aged care assessment, mental health services, and other community supports. Facilitate connections to social supports through the Navigator. Coordinate care across multiple providers and follow up on referral outcomes.

3. Health Education and Promotion

Provide patient education on chronic disease self-management, medication adherence, fall prevention, and when to seek medical care. Deliver brief health talks at community groups on relevant health topics. Distribute plain language health resources. Empower participants to take active roles in managing their health and accessing appropriate services.

4. Clinical Documentation and Data Management

Complete comprehensive clinical documentation for all assessments including demographics, consent, vital signs, clinical findings, risk assessments, referrals, and patient education provided. Accurately enter data into GCH systems (Unity, VHIMS). Maintain clinical records that meet professional and legal standards. Document all GP communications and referral outcomes. Report incidents appropriately through established channels.

5. Clinical Governance and Professional Standards

Work within GCH clinical governance framework and AHPRA registration standards. Maintain current professional registration and comply with relevant professional protocols. Practice within defined scope of practice. Participate in clinical supervision and debriefing. Maintain professional boundaries. Complete mandatory training and professional development activities. Identify and report any safety concerns or practice issues.

6. Equipment and Resource Management

Maintain portable clinical equipment, conduct regular equipment audits and ensure supplies are adequately stocked. Arrange for equipment servicing and calibration as required. Ensure infection control standards are maintained for all clinical equipment.

7. Program Development and Quality Improvement

Participate in continuous improvement cycles. Contribute clinical insights to program reports and evaluation activities.

8. Provide supervision and support to students as required.

9. Foster a respectful and inclusive work environment by treating colleagues, clients and other stakeholders with courtesy and respect.

10. Other duties commensurate with current skills and experience as agreed with the Program Leader, Manager, General Manager or the Chief Executive Officer.

Key selection criteria

Qualifications

- Current registration with AHPRA as a Paramedic.
- Relevant tertiary qualifications in paramedicine, nursing or related health discipline.

Mandatory

- Minimum 3-5 years clinical experience in paramedicine, nursing or community health settings with demonstrated competency in health assessment and clinical decision making
- Demonstrated ability to conduct comprehensive health assessments including vital signs monitoring, physical examination and identification of clinical concerns requiring medical intervention
- Strong clinical reasoning skills with the ability to prioritise health concerns, develop appropriate action plans and make timely referrals within scope of practice.
- Excellent communication skills with the demonstrated ability to build professional relationships with GP practices, health care providers and diverse community members.
- Understanding of clinical governance frameworks, professional accountability and mandatory reporting requirements.
- Ability to work autonomously in community settings whilst maintaining accountability to governance standards and seeking appropriate supervision.

Desirable

- Knowledge of chronic disease management, aged care assessment and the health needs of older adults
- Experience working in rural or regional healthcare settings with an understanding of rural health service delivery challenges.
- Ability to deliver programs with an understanding of health literacy.
- Familiarity with West Wimmera, Yarriambiak and/or Hindmarsh shire communities and local health services.
- Experience with care coordination, case management of multi-disciplinary team collaboration.
- Demonstrated attention to detail with well-developed administrative and organisational skills to effectively manage high volumes of work and determine priorities, meet targets and deadlines.
- High level verbal and written communication skills that enable effective and appropriate communication with a broad range of people at all levels.

Demonstrated skills and experience

- Ability to maintain confidentiality at all times and comply with privacy legislation.
 - Demonstrated knowledge and application of computer software, including Microsoft Office and the Internet.
 - Demonstrated ability to contribute to positive workplace culture and practices.
 - Capacity to work across different community locations and occasional evening or weekend clinics as required.
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Quality, Health & Safety

- Act in a way that maintains physical and psychological health and safety for self and others.
- Adhere to safe work practices relevant to the role.
- Promptly report issues that might put self or others at risk, including incidents and near misses, and respond appropriately to risks and reports from others when appropriate to do so.
- Is kind to self and others.
- Contribute to workplace safety and reduction of workplace injuries.
- Ensure team members, consumers/participants and visitors are safe, and accurately report any incidents, hazards and near misses in a timely and professional manner.
- Work at all times within a culture of continuous quality improvement.

Personal attributes

- Empowering
 - Professional
 - Inclusive
 - Compassionate
 - Courageous
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Licences and registrations

- Current National police check
- Current Employee Working with Children Check
- Victorian driver licence
- Current AHPRA registration as paramedic

Please note: These checks are a standard part of our employment process at Grampians Community Health. If the results of these checks are not aligned with the requirements of the role, we may reconsider the offer of employment.

Required training

- MARAM
 - Internal online courses as required
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