

## Position Description

<b>Position Title:</b>	Clinical Manager	
<b>Reports to:</b>	Operationally: Interim CEO	
<b>Overview:</b>	<p>Poutini Waiora is the only Maori Health and Social Service Provider based on the West Coast with offices in Westport, Greymouth and Hokitika. Poutini Waiora is a well-established provider of quality, professional and responsive health and social services based on a ‘whanau ora’ model of care.</p> <p>The role of Poutini Waiora is to provide a range of free and accessible health and social services for Maori as a first priority to help achieve the vision of: <b>“Strengthen the mana and wellbeing of whanau and community”</b>.</p> <p>Poutini Waiora Delivery Area: Te Tai o Poutini (Kawatiri, Mawhera, Hokitika/Westland, South Westland).</p>	
<b>Vision:</b>	To empower whanau to achieve whanau ora.	
<b>Mission:</b>	Striving to ensure Poutini whānau receive the support they need to achieve whānau ora	
<b>Values:</b>	<p><b>Tikanga:</b> The organisation and the services it delivers are underpinned by the customs and values of Te Ao Maori – Nga Taonga Tuku Iho.</p> <p><b>Rangatiratanga:</b> The ability to support whanau to be self-determining is paramount in all service delivery so they are able to make decisions about their own wellbeing.</p> <p><b>Manaakitanga:</b> All whanau are welcomed into the service and provided with the most appropriate awahi and Tautoko to assist them on their journey to achieve wellness.</p> <p><b>Whanaungatanga:</b> The practice of whanaungatanga is an essential part of the way we engage with whanau. To enable whanau to make connections that provide a sense of identity and belonging is essential for achieving whanau ora – well being.</p> <p><b>Wairuatanga:</b> Wairua is an essential element of a person’s wellbeing. Being spiritually connected to our natural environment, having an understanding of our self-identity and the matauranga that underpins Te Ao Maori are all considerations when working with whanau to achieve their goals and aspirations.</p>	
<b>Key Relationships:</b>	<p><b>Internal:</b></p> <ul style="list-style-type: none"> <li>• Consumers, family/whānau and carers</li> <li>• All Poutini Waiora staff</li> <li>• Central Region leadership (i.e. Clinical Leaders, Operations Managers, and all nursing leadership)</li> <li>• Finance – Management Accountant</li> <li>• Region leadership (i.e. Operations Managers, Team Leaders)</li> <li>• Multidisciplinary teams</li> <li>• Māori Health Team DHB</li> <li>•</li> </ul>	<p><b>External:</b></p> <ul style="list-style-type: none"> <li>• Iwi, hapu, whānau and other community stakeholders</li> <li>• West Coast District Health Board</li> <li>• Non-Governmental Organisations (NGOs) and other providers of health/disability/support services</li> <li>• Nursing Council of New Zealand</li> <li>• Social Work Registration Board</li> <li>• ANZASW</li> <li>• Other relevant Registration Boards and Councils</li> <li>• Private Care Providers</li> <li>• West Coast Primary Health Organisation (PHO)</li> <li>• General Practices</li> <li>• Oranga Tamariki</li> <li>• Ministry of Social Development</li> </ul>

<p><b>Role Purpose:</b></p>	<p>The Clinical Manager is a member of the Poutini Waiora leadership team working alongside the Operations Manager and staff to enable excellence in rural clinical outcomes in alignment with the Poutini Waiora vision and values. To achieve this, this role will lead and empower staff to provide high quality, integrated care that is also sustainable.</p> <p>Key functions of the role include providing clinical and professional leadership in order to:</p> <ol style="list-style-type: none"> <li>1. Ensure a positive working environment; and that safe-staffing is achieved through evidence-based, transparent decision making, and compliance with relevant professional standards. Works closely with the leadership team to ensure service integration and sustainable resource management.</li> <li>2. Ensure that quality service outcomes align with best practice, agreed KPIs and key targets, as well as various contracts/quality standards and accreditation requirements.</li> <li>3. Ensure evidence-based, culturally competent, timely, and appropriate care is provided in a professional manner to achieve equitable health and social service outcomes.</li> <li>4. Ensure a satisfied and sustainable workforce; working collaboratively with others to: develop the Poutini Waiora early workforce pipeline, grow the Māori workforce, develop the existing workforce; and enable effective recruitment, retention, and succession planning in partnership with the Operations Manager.</li> <li>5. Serve as a change agent; supporting sustainable service changes informed by national and local strategy and promoting integration to further embed the Poutini Waiora model of care.</li> <li>6. Support strategic service and practice development of individuals and teams; developing processes within the service, and supporting others to achieve excellence in rural care</li> </ol>
<p><b>Complexity:</b></p>	<p>Most challenging duties typically undertaken, or most complex problems solved:</p> <ul style="list-style-type: none"> <li>• Collaborate with the Operations Manager to ensure effective operational management of all teams to implement new ways of working informed by the strategic direction of Poutini Waiora and any regional or national policy.</li> <li>• Effective performance management of staff that focusses on development of capability; working to top-of-scope; maximising delivery against key performance indicators; and fostering positive work culture</li> <li>• Skilled, evidence-based negotiation to ensure appropriate allocation of workforce resource within an interprofessional framework; ultimately ensuring timely care from a range of services is provided in a cohesive way across the care continuum.</li> <li>• Analysing, interpreting, and reporting relevant data to identify and address opportunities for improvement in the patient journey, with a focus on achieving equity for Māori.</li> <li>• Examining relevant data/information/trends to advise others regarding issues related to: resource, progress against quality care standards, and factors that may impact on recruiting and retaining a sustainable health workforce</li> <li>• Collaborating with key relationships to develop, implement, and evaluate integrated models of service delivery</li> <li>• Contributing to service development and quality initiatives to ensure ongoing improvement within the service</li> <li>• Providing advanced clinical care and expertise, both in direct care delivery and in support to other staff in the management of clients within the service</li> </ul>

**Our Vision** - Striving to ensure Poutini whānau receive the support they need to achieve whānau ora.

We seek to have an integrated Poutini Waiora system that is clinically sustainable and fiscally viable; a wellbeing system that wraps care around a person and helps them to stay well in their community.

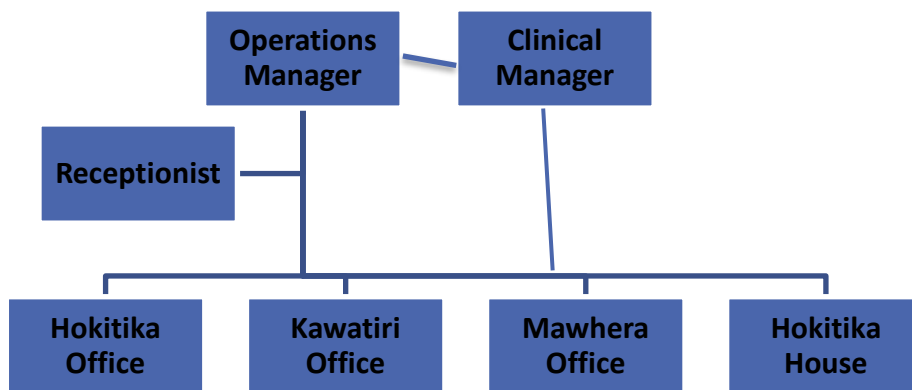
**All activities of the Poutini Waiora reflect the values of:**

Pono	Aroha	Tika
<ul style="list-style-type: none"> <li>• Mana motuhake</li> <li>• Tikanga</li> <li>• Te Reo</li> </ul>	<ul style="list-style-type: none"> <li>• Aroha</li> <li>• Manaaki</li> <li>• Whānaungatanga</li> <li>• Kotahitanga</li> </ul>	<ul style="list-style-type: none"> <li>• Empathetic</li> <li>• Proactive</li> <li>• Relevant</li> <li>• Quality Service</li> </ul>

**He whakatauki**

Whakapiki ake te waiora o te whānau - *Enhancing whānau health & wellbeing.*

**PLACE IN THE ORGANISATION:**



**KEY ACCOUNTABILITIES:**

The CM is responsible for:	The CM will be successful when:
<ul style="list-style-type: none"> <li> <b>Advanced clinical and professional leadership</b>            Providing advanced, collaborative clinical and professional leadership to the team in order to create a quality practice environment that supports the ability to provide safe, effective, ethical, and culturally competent care.             Leading a high standard of professional, legal, and ethical responsibilities; and cultural safety.             Leading compliance with all PW policies and procedures.             Leading to enable evidence-based knowledge and clinical judgement.             Escalating clinical and professional issues appropriately.         </li> </ul>	<ul style="list-style-type: none"> <li>Leads the team to ensure decisions, practice, and conduct meets the professional, ethical, and legal standards outlined in relevant legislation, codes of conduct, and organisational policy</li> <li>Leads adherence to all PW policies and procedures, and leads/coordinates/has input into the review and development of these</li> <li>Oversees care standards, providing clinical advice, guidance, and support to others regarding this</li> <li>Identifies, discusses, documents, and manages ethical issues with clients, whānau, and the interprofessional team</li> <li>Role models and promotes practice that is deemed by all clients and families/whānau to be culturally safe</li> <li>Role models and promotes practice that is deemed by tangata whenua and whānau to be culturally safe and based on the principles within the Treaty of Waitangi in order to achieve equity of health outcomes for Māori</li> <li>Leads an environment that values and prioritises the access, leadership, and needs of tangata whenua/Māori and all Pacific peoples, including the achievement of equitable health outcomes</li> <li>Role models and promotes advanced professional communication, decision-making, accountability, and autonomy</li> <li>Leads an environment that promotes accountability for directing, monitoring, and evaluating care that is provided by all staff; and utilises more experienced members of the health care system (DHB and/or PHO) to assist with problem solving and setting priorities</li> <li>Represents the organisation positively; projecting a professional image</li> <li>Leads and promotes an environment that enables patient safety, independence, quality of life, and wellbeing</li> <li>Briefs team leader (s) and teams regarding any emerging issues</li> <li>Refers all matters and concerns related to professional practice to the Interim CEO including:           <ul style="list-style-type: none"> <li>Deficiencies in quality care and professional standards</li> <li>Incidents related to consumers, which may affect wellbeing</li> <li>Matters of noncompliance with the PW policies and procedures</li> <li>Matters of unresolved staff conflict</li> <li>Security breaches and quality standards failure</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li> <b>Advanced management of care</b>            Providing advanced operational management.             Leading an environment that contributes to ongoing demonstration and evaluation of professional standards             Leading and promoting evidence-based clinical         </li> </ul>	<ul style="list-style-type: none"> <li>Demonstrates advanced operational management to enable:           <ul style="list-style-type: none"> <li>Person/whānau led care</li> <li>Excellence in Māori health and disability outcomes</li> <li>Excellence in rural health and disability outcomes</li> <li>Poutini Waiora vision and values</li> </ul> </li> <li>Utilises current research and evidence-based practice to support effective, collaborative decision-making regarding the care of clients within the service. This decision making includes holistic:           <ul style="list-style-type: none"> <li>Assessment</li> <li>Diagnostic inquiry</li> <li>Planning</li> <li>Interventions/treatment</li> <li>Evaluation of clinical care</li> </ul> </li> </ul>

<p>knowledge in the holistic management of clinical care.</p> <p>Working with clients, family/whānau, and other health professionals to provide timely access to care in order to optimise outcomes.</p> <p>Role modelling advanced professional communication and negotiation skills to ensure appropriate and timely care from a range of services is coordinated in a cohesive way across the care continuum; embedding integration of services.</p> <p>Leading and promoting accurate and professional documentation and maintenance of data security at all times.</p> <p>Preventing, identifying, managing, and escalating matters of clinical risk appropriately.</p>	<ul style="list-style-type: none"> <li>• Promotes evidence-based, approved assessment tools to inform assessment processes and practices</li> <li>• Leads an organisational environment that values and prioritises the input of all consumers and their families/whānau/communities; ensuring that consumers and their whānau are active and informed partners in the holistic planning and delivery of their care (with a focus on wellness, prevention, and continuity)</li> <li>• Leads the team to collaboratively identify wellbeing promotion and care management goals that are important to the client and their whānau</li> <li>• Leads others to safely and effectively prioritise and manage care coordination</li> <li>• Leads the team to explain the rationale, preparation, nature, and anticipated effects of any tests and/or therapies to the client, their whānau, and other members of the team. Promotes documentation of these conversations as well as the client response to these interventions.</li> <li>• Encourages the teams to work in partnership with the client/whānau to link into relevant Māori Health services</li> <li>• Ensures that the teams provide clients and their whānau with culturally and cognitively appropriate information about: their rights, the range of treatment options available, and the effects and risks associated with these treatment options; seeking and documenting informed consent</li> <li>• Leads the team to identify client/whānau educational needs to improve wellbeing literacy and empower wellness</li> <li>• Leads the team to provide education to clients and whānau effectively by assessing learning readiness, and evaluating existing knowledge and determinants of health that may impact on learning and utilisation of new knowledge</li> <li>• Advocates on behalf of the client, whānau, and/or team as appropriate</li> <li>• Identifies barriers related to accessing services and client satisfaction and works with key relationships and the interprofessional team to remove these</li> <li>• Uses advanced skills to communicate, collaborate, and coordinate care with other health professionals to ensure best outcomes for clients and their whānau</li> <li>• Uses advanced clinical skills to establish and negotiate meaningful, strategic relationships with colleagues from all relevant services (internal and external of PW). Relationships are formed based on mutual, client-centred goals. Works proactively to maintain these.</li> <li>• Leads care planning in collaboration with the relevant service team, including external cross-sectorial team members; communicating and coordinating referrals to appropriate services and seeking advice from others as required</li> <li>• Leads coordination of regular interprofessional reviews of client care in partnership with the client, their whānau, and the interprofessional team; evaluating the client's care plan to ensure it is achieving the planned, prioritised client centred goals</li> <li>• Promotes the principle of care management of maintaining continuity of plan and provider</li> <li>• Ensures care is coordinated in a timely manner to facilitate smooth transition of the client between services and along their plan</li> <li>• Ensures all documented information is entered and compliant with PW policy</li> </ul>
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	<ul style="list-style-type: none"> <li>• Ensures all collected information is stored and access-protected in accordance with the Health Information Privacy Code (1994) and other Policy like Social Service Accreditation standards</li> <li>• Documents in a professional, accurate, confidential, and timely manner (within 24 hours), and ensures patient/whānau involvement in decision-making is visible</li> <li>• Ensures all information is documented in the appropriate place (i.e. paper clinical file/electronically) to ensure effective communication and continuity of care. This includes reporting of data as required.</li> <li>• Leads the maintenance of up-to-date risk assessment information as per organisational requirements</li> <li>• Demonstrates leadership capability to collaboratively prevent, escalate, and manage adverse events/crises/emergencies, including unexpected client responses and situations that may compromise the safety of the client or others</li> <li>• Acknowledges own limitations and utilises appropriate resource people when necessary</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Interpersonal relationships</b> Leading and promoting effective, advanced interpersonal skills and relationships.</li> </ul>	<ul style="list-style-type: none"> <li>• Leads effective establishment, maintenance, and conclusion of therapeutic interpersonal relationships with clients and whānau</li> <li>• Leads clinical and non-clinical practice that is conducted in a negotiated partnership with the client and whānau (where and when possible)</li> <li>• Role models professional communication in all interactions</li> <li>• Establishes and maintains professional relationships with key stakeholders working within Poutini Waiora, the WCDHB, West Coast, South Island, and nationally; ensuring the service is well connected and informed, while also sharing a rural perspective</li> <li>• Leads a work environment conducive to harmonious work relationships and high staff morale</li> <li>• Leads and role models professional conflict resolution</li> <li>• Coordinates de-fusing and de-briefing activities within the service and outside the service (as appropriate)</li> <li>• Leads a 'zero-tolerance' approach to bullying</li> <li>• Leads a culture of appreciation among staff</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Supporting service development</b> Working collaboratively with the members of the team; providing clinical input into the development services and evaluating the effectiveness of care delivery.  Working with direct reports to support them to deliver against key service development targets.</li> </ul>	<ul style="list-style-type: none"> <li>• Leads service initiatives that promote a contemporary service that is compliant with relevant standards and service provision frameworks</li> <li>• Ensures existing and new service initiatives apply the Health Equity Assessment Tool (HEAT) to actively enable measurable improvements to Māori health outcomes</li> <li>• Leads promotion of telehealth where appropriate; enabling client-centred access to services in a timely manner</li> <li>• Supports the development, review, and evaluation of relevant innovations/strategies/etc.</li> </ul>

<ul style="list-style-type: none"> <li>• <b>Supporting and facilitating the development of others</b></li> </ul> <p>Working alongside others to help develop their practice by sharing own knowledge and experiences, coaching, mentoring, and guiding.</p> <p>This includes supporting students, new graduates, and new members of staff.</p>	<ul style="list-style-type: none"> <li>• Prioritises own workload to free up time to support and assist others in the team</li> <li>• Works alongside staff to skilfully coach, guide, and mentor in order to support practice development of an individual and/or team</li> <li>• Leads a practice environment that encourages learning and evidence-based practice</li> <li>• Educates colleagues, students, and other staff according to PW policy and procedure, and in collaboration with others</li> <li>• Ensures a quality standard of preceptorship is maintained within the team</li> <li>• Utilises contemporary teaching principles and learning models, as outlined by the relevant educational bodies</li> <li>• Promotes de-fusing and de-briefing activities within the service and outside the service (as requested), as well as professional/clinical supervision as an important form of professional development</li> <li>• Empowers, motivates, and encourages others to extend their knowledge and skills; supporting each member of the team to reach their full potential, enabling quality care, and promoting retention of a satisfied workforce</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Resource utilisation and financial performance</b></li> </ul> <p>Leads a sustainable work environment that is fiscally responsible.</p> <p>Working alongside the operations manager and Finance to optimise financial performance of services.</p> <p>Leads the effective management of equipment resources to enable high quality care.</p>	<ul style="list-style-type: none"> <li>• Alongside the operation manager, accepts fiscal responsibility regarding allocated resources to optimise the provision of high quality, cost-effective, rural health and social services care</li> <li>• Advises and provides direction on best use of resources to meet the service’s strategic direction and commitments contained in the PW Annual Plan</li> <li>• Guide the finance department in the develop of budget and forecasting activities in the service, specifically around resourcing and expenditure. Work alongside the operations manager to ensure accurate budgeting of resource within the service.</li> <li>• Provides direction regarding capital expenditure within the service, as well as new investments (i.e. technologies)</li> <li>• Assists the Operations Manager to ensure equipment is maintained in a serviceable and cost-efficient manner, and that planning is undertaken for replacement as necessary</li> <li>• Supports the efficient use and ordering of centralised supplies to ensure adequate stocks are maintained within agreed levels</li> <li>•</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Change management</b></li> </ul> <p>Leading change management using the principles of evidence-based change management and the stages of change acceptance to support and coach the team to positively adapt to an evolving environment.</p>	<ul style="list-style-type: none"> <li>• Leads successful integration of the service; enhancing capacity to flexibly respond to community need</li> <li>• Manages and promotes change positively to enable successful change processes that are people-centred and result in demonstrable improvements to quality care</li> <li>• Supports the team to transition to new ways of working informed by service need and evidence-based practice</li> <li>• Utilises evidence-based change management principles to lead, guide, and support staff to make key changes required</li> <li>• Supports line manager(s) with all aspects of change management</li> </ul>

<ul style="list-style-type: none"> <li>• <b>Own competence and professional development</b></li> </ul> <p>Maintaining competence in the relevant professional standards.</p> <p>Demonstrating a personal commitment to maintaining requirements of continuing professional development.</p>	<ul style="list-style-type: none"> <li>• Maintains organisational requirements around mandatory training and other professional development requirements relevant to role</li> <li>• Undertakes professional development activities as approved/requested by line manager(s), to keep abreast of current trends and issues</li> <li>• Participates in own annual competence/performance review, with feedback utilised proactively as an opportunity for professional growth</li> <li>• Maintains ongoing education/professional development at least to the level required to maintain own Annual Practising Certificate</li> <li>• Notifies line manager(s) of any changes to scope/conditions of practice</li> <li>• Participates in regular professional supervision to facilitate reflection and growth, aligned to any registration/profession requirements</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Honouring diversity and challenging inequity</b></li> </ul> <p>Demonstrating commitment to Treaty of Waitangi principles when working with tangata whaiora and whānau.</p> <p>Consistently demonstrating awareness and sensitivity of cultural differences when working with clients and their whanau, and when working with clinical and non-clinical colleagues.</p>	<ul style="list-style-type: none"> <li>• Role models culturally safe practice that reflects principles found in the Treaty of Waitangi, Tikanga Best Practice Guidelines, and Takarangi Cultural Competency Framework</li> <li>• Recognises Māori as tangata whenua and works in collaboration with the WCDHB Māori Health Team and others to develop strategies aimed at achieving equity for Māori within the service</li> <li>• Consistently demonstrates awareness and sensitivity of cultural differences when working with consumers and their families/whānau, and when working with clinical and non-clinical colleagues across the PW</li> <li>• Consistently respects the spiritual beliefs, sexual orientation, and cultural practises of others, including colleagues</li> <li>• Demonstrates care and respect for diversity in the workplace, including care and respect for internationally trained colleagues</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Health and Safety</b></li> </ul> <p>Leading and maintaining a high quality, safe, and secure work environment by following relevant PW policies, protocols, and standards.</p> <p>Actively managing risk.</p>	<p>All PW staff are required to meet all Health &amp; Safety requirements as described in the Health and Safety at Work Act (2015), and to observe all relevant PW policies and procedures. This includes:</p> <ul style="list-style-type: none"> <li>• Personal commitment to zero harm</li> <li>• Reporting for duty in a fit state, including but not limited to being free from the influence of alcohol or other drugs</li> <li>• Ensuring personal health, safety, and wellbeing - and that of others</li> <li>• Reporting, managing, and investigating actual or potential hazards via the incident reporting system</li> <li>• Assisting with responding to, and resolving, client concerns or complaints in a way that is professional and sensitive</li> <li>• Using all protective equipment provided, as appropriate</li> <li>• Cooperating with the monitoring of workplace hazards, including attending all relevant safety training, contributing to the maintenance of hazards registers, and complying with all safety instructions</li> <li>• Ensuring that all accidents or incidents are promptly reported to line manager(s)</li> <li>• Reporting any pain or discomfort to the line manager(s) as soon as it develops</li> <li>• Seeking advice from the line manager(s) if unsure of any work practices</li> <li>• Contributing to initiatives aimed at improving health, safety, and wellbeing</li> <li>• Complying with all health and safety policies when providing care in the community</li> <li>• Complying with all organisational health and safety polices including those related to: handling of instruments, storage of medicines, disposal of sharps, and any other potentially dangerous equipment or substances</li> </ul>



<ul style="list-style-type: none"> <li>• <b>Quality</b> Leading and managing a quality service and taking an active role in quality activities; identifying areas of improvement.  Actively managing threats to a quality service.</li> </ul>	<p>Every PW staff member is responsible for ensuring a quality service is provided. This includes:</p> <ul style="list-style-type: none"> <li>• Identifying and actioning quality improvement activities in collaboration with line manager(s) and other key stakeholders</li> <li>• Working collaboratively to achieve 100% compliance with relevant service audit schedule(s), including accreditation and other legislated compliance programmes</li> <li>• Setting quality standards in conjunction with the Operations Manager</li> <li>• Developing/informing/coordinating/monitoring outcomes from relevant audits in collaboration with key stakeholders to evaluate clinical standards and patient outcomes in accordance with national and organisational standards. This includes actively contributing to any initiatives aimed at addressing corrective actions.</li> <li>• Leading timely investigation and management of complaints within service</li> <li>• Contributing to the development of relevant policies and procedures as required</li> <li>• Working alongside the WCDHB Quality Team and the Clinical Quality Improvement Team (CQIT) to implement initiatives aimed at improving the patient journey and care standards</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Special projects and other duties</b></li> </ul>	<ul style="list-style-type: none"> <li>• Undertakes special projects as directed by the CEO</li> <li>• Is a member of groups and/or committees as directed by the CEO</li> <li>• Ensuring attendance or appropriate delegation representing PW at community meetings and liaising with our community partners.</li> <li>•</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Reporting line, base, hours of work, and work resources</b>  Maintaining appropriate practice hours to maintain clinical competence.</li> </ul>	<ul style="list-style-type: none"> <li>• Reports as required to CEO and is based in Greymouth; however, travels regularly throughout the West Coast region</li> <li>• Negotiates all hours of work with CEO</li> <li>• Maintains appropriate practise hours to maintain continuing competence requirements and an Annual Practising Certificate</li> <li>• Notifies CEO of any changes to scope/conditions of practise</li> <li>• Meets bi-monthly with the CEO to review progress against key deliverables</li> <li>• Ensures that all reporting is timely and accurate</li> <li>• Maintains a PW mobile phone; maintaining replacement as required, and returns all resources if exits the role</li> </ul>

**PERSON SPECIFICATION:**

<b>Qualifications &amp; Experience:</b>	
<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• New Zealand Registered Health Professional with a current Annual Practising Certificate with no conditions on practise that may prevent ability to fulfil requirements of the role</li> <li>• Relevant postgraduate qualification – minimum is a Postgraduate Diploma or working toward same</li> <li>• Minimum 3-5 years’ post-registration experience</li> <li>• Demonstrated leadership and management ability and coaching and mentorship ability</li> <li>• Demonstrated financial acumen/budgeting</li> <li>• Completion of, or personal commitment to undertake, cultural competency training</li> </ul>	<p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Postgraduate leadership and/or management qualification</li> <li>• Previous experience in a senior nursing or Allied Health leadership position</li> <li>• Current portfolio as part of the Professional Development and Recognition Programme (PDRP) or equivalent</li> <li>• Experience in conducting research</li> </ul>

<ul style="list-style-type: none"> <li>• Has the ability to work with children</li> <li>• Full 'clean' NZ driver's license and the ability to drive a manual transmission vehicle</li> <li>• Computer literacy (i.e. Microsoft suite)</li> </ul>	
<p><b>Professional skills/attributes:</b></p> <ul style="list-style-type: none"> <li>• Clinically credible, respected, and person-centred</li> <li>• Demonstrates high standards in terms of personal competence and professional practice</li> <li>• Demonstrates cultural competence and evidence of application of the principles of the Treaty of Waitangi to provision of equitable health services</li> <li>• Proven assessment and communication skills, including the ability to think critically</li> <li>• High emotional intelligence</li> <li>• Well-developed interpersonal and interprofessional skills</li> <li>• Has an ability to consistently form therapeutic relationships with consumers and their families/whānau</li> <li>• Demonstrated passion and commitment to professional development of self and others</li> <li>• Ability to work autonomously, use own initiative and accept responsibility for own actions</li> <li>• Flexible, adaptable, embraces change</li> <li>• Self-motivated</li> <li>• Proven ability to lead and supervise a team through change and in the achievement of goals/outcomes and conflict resolution</li> <li>• Able to work under pressure/prioritise competing demands</li> </ul>	<p><b>Knowledge of (but not limited to):</b></p> <ul style="list-style-type: none"> <li>• Employment Law</li> <li>• Health Practitioners Competence Assurance Act (2003)</li> <li>• Treaty of Waitangi and its application to wellbeing</li> <li>• He Ara Oranga and the government's response to the NZ Mental Health Inquiry</li> <li>• He Korowai Oranga/Māori Health Strategy (2002)</li> <li>• New Zealand Health Strategy (2016)</li> <li>• Misuse of Drugs Act (1977) and Regulations</li> <li>• Nursing Council New Zealand Code of Conduct (2012)</li> <li>• Health and Disability Act</li> <li>• Social Workers Registration Act 2003</li> <li>• Vulnerable Children Act 2014 (Part 2 only)</li> <li>• Children's Commissioner Act 2003</li> <li>• Department of Child, Youth and Family Services Act 1999</li> <li>• Health and Disability Commissioner (Code of Health and Disability Services Consumer's Rights) Regulations (1996)</li> <li>• Privacy Act (1993) and Health Information Privacy Code (1994)</li> <li>• Health and Safety in Employment Act (2015)</li> </ul>

The intent of this position description is to provide a representative summary of the major duties and responsibilities performed in this job classification. Employees may be requested to perform job related tasks other than those specified.

Signed on behalf of Poutini Waiora Board

\_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_

Date \_\_\_\_\_

Poutini Waiora Board

I accept the terms and conditions as outlined in this Position Description

\_\_\_\_\_

Name \_\_\_\_\_

**CM**

Date: \_\_\_\_\_