

## Position Description

<b>Position</b>	<b>Registered Midwife</b>
<b>Team / Service</b>	Women's Health
<b>Directorate</b>	Surgery, Women's and Children's
<b>District</b>	Capital, Coast & Hutt Valley District
<b>Responsible to</b>	Charge Midwife Manager
<b>Children's Act 2014</b>	This position is classified as a children's worker, requiring a safety check including police vetting before commencing and every three years
<b>Location</b>	Wellington Regional Hospital/Hutt Hospital

## Te Whatu Ora

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The Health System in Aotearoa is entering a period of transformation as we implement the Pae Ora/Healthy Futures vision of a reformed system where people live longer in good health, have improved quality of life, and there is equity between all groups.

We want to build a healthcare system that works collectively and cohesively around a shared set of values and a culture that enables everyone to bring their best to work and feel proud when they go home to their whānau, friends and community. The reforms are expected to achieve five system shifts. These are:

1. The health system will reinforce Te Tiriti principles and obligations
2. All people will be able to access a comprehensive range of support in their local communities to help them stay well
3. Everyone will have equal access to high quality emergency and specialist care when they need it
4. Digital services will provide more people the care they need in their homes and communities
5. Health and care workers will be valued and well-trained for the future health system

## Context

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Capital, Coast & Hutt Valley district provides hospital and health services in primary, secondary and tertiary healthcare to a total population base of approximately 445,000 citizens.

We are accountable for meeting the needs of and improving health outcomes for all the constituent populations of our district, and the region more broadly. Together we:

- provide secondary and tertiary, medical and surgical hospital services alongside community based health care
- fund local health providers and work collaboratively with the community to create and support multiple health education initiatives and projects within the region
- deliver health services directly as well as contracting external providers
- provide local, sub-regional, regional and national health services as well as community-based health, rehabilitation and support services.

The majority of the district's population live in Wellington and Lower Hutt. The Māori and Pacific populations of Lower Hutt and Wellington are proportionally similar, with the largest Pacific population in the region in Porirua. Kapiti and Upper Hutt have similar numbers of Māori and Pacific people. Most people are enrolled with a GP near their place of residence, so the increasing focus on community-based healthcare is expected to lead to better health outcomes for these population groups. Hutt Hospital provides secondary and some tertiary, medical and surgical hospital services alongside community based health care from its main facility in Lower Hutt City. In addition to funding local health providers and working collaboratively with the community to create and support multiple health education initiatives and projects, Hutt Hospital is the centre for five tertiary regional and sub-regional services - Plastics, Maxillofacial and Burns Services; Rheumatology; Dental Services; Regional Public Health; and Regional (Breast and Cervical) Screening Services.

Wellington Regional Hospital in Newtown is the region's main tertiary hospital with services such as complex specialist and acute procedures, intensive care, cardiac surgery, cancer care, neurosurgery and renal care. The hospital is the key tertiary referral centre for the lower half of the North Island and the upper half of the South Island.

Kenepuru Community Hospital and Kapiti Health Centre provide secondary and community services based in Porirua and the Kapiti Coast.

MHAIDS is the mental health, addictions and intellectual disability service for the Wairarapa District and Capital, Coast & Hutt Valley District, with multiple specialist facilities. Ratonga Rua-o- Porirua is our forensic, rehabilitation and intellectual disability inpatient unit.

## Te Tiriti o Waitangi and Māori Health Outcomes

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Māori are the indigenous peoples of Aotearoa. We have particular responsibilities and accountabilities through this founding document of Aotearoa. We value Te Tiriti and have adopted the following four goals, developed by the Ministry of Health, each expressed in terms of mana and the principles of:

- Mana whakahaere** Effective and appropriate stewardship or kaitiakitanga over the health and disability system. This goes beyond the management of assets or resources.
- Mana motuhake** Enabling the right for Māori to be Māori (Māori self-determination); to exercise their authority over their lives, and to live on Māori terms and according to Māori philosophies, values and practices including tikanga Māori.
- Mana tāngata** Achieving equity in health and disability outcomes for Māori across the life course and contributing to Māori wellness.
- Mana Māori** Enabling Ritenga Māori (Māori customary rituals) which are framed by Te Aō Māori (the Māori world), enacted through tikanga Māori (Māori philosophy & customary practices) and encapsulated within mātauranga Māori (Māori knowledge).

We will target, plan and drive our health services to create equity of health care for Māori to attain good health and well-being, while developing partnerships with the wider social sector to support whole of system change.

## The Vision, Mission and Values from our District

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We bring forward and join our values within our district. These will change as we become a team of teams within Te Whatu Ora.

### Hutt Valley

- Vision:** Whanau Ora ki te Awakairangi: Healthy people, healthy families and healthy communities are so interlinked that it is impossible to identify which one comes first and then leads to another.
- Mission:** Working together for health and wellbeing.
- Ō mātou uara - Values:** Mahi Pai 'Can do': Mahi Tahi in Partnership: Mahi Tahi Te Atawhai Tonu  
Always caring and Mahi Rangatira being our Best

### Capital and Coast:

- Vision:** Keeping our community healthy and well
- Mission:** Together, Improve the Health and Independence of the People of the District
- Values:** Manaakitanga – Respect, caring, kindness  
Kotahitanga – Connection, unity, equity  
Rangatiratanga – Autonomy, integrity, excellence

## District Responsibility

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The district leadership have collective accountability for leading with integrity and transparency a progressive, high performing organisation, aimed at improving the health and independence of the community we serve and achieving equitable outcomes for all. The leadership team are responsible for achieving this aim, aligned with our Region, within the available resources, through a skilled, empowered, motivated and supported workforce in line with government and HNZ policy.

## Maternity Service Perspective

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The maternity service across the district provides care to 5,000 birthing people per annum. Primary care is provided at all facilities. Secondary care is provided at Wellington Regional hospital and Hutt hospital. Wellington Regional hospital provides tertiary care to the central region. All Capital, Coast and Hutt Valley facilities are Baby Friendly Hospital Initiative (BFHI) accredited. The district is supported by community midwifery teams with outreach clinics in each locality.

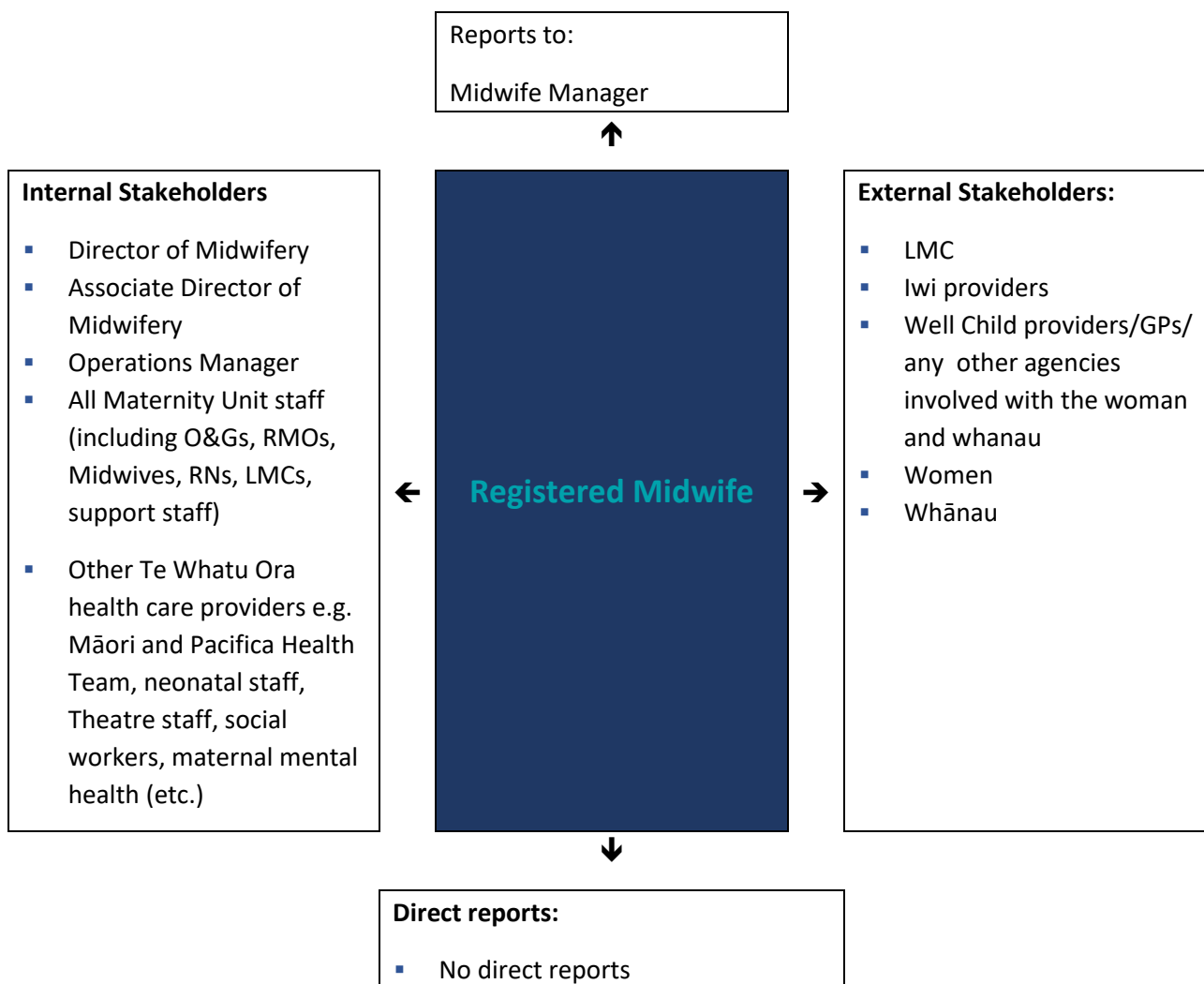
## Purpose of the role

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To provide safe effective midwifery care with pregnant people and their whānau throughout the maternity experience, maintaining an accepted standard of clinical expertise that is based on current research and recommended 'best practice'.

Midwives will work principally within the maternity services at either Wellington, Kenepuru, Paraparaumu or Hutt Valley. However, all employees at Capital, Coast and Hutt Valley District may be required to undertake duties in other areas of the organisation which reasonably fall within the general parameters of the employee’s scope of practice e.g. neonatal intensive care unit or antenatal/ postnatal women located in other areas of the hospital.

## Key Relationships & Authorities



## Midwifery Scope of Practice

You must be able to demonstrate that you are registered with the Midwifery Council of New Zealand and that your scope of practice enables you to undertake the duties of this position.

The midwife works in partnership with women, on her own professional responsibility, to give women the necessary support, care and advice during pregnancy, labour and the postpartum period for up to six weeks, to facilitate births and to provide care for the newborn.

The midwife understands, promotes and facilitates the physiological processes of pregnancy, childbirth and breastfeeding identifies complications that may arise in mother and baby, accesses appropriate medical assistance, and implements emergency measures as necessary. When women require referral, midwives provide midwifery care in collaboration with other health professionals.

Midwives have an important role in health and wellness promotion and education for the woman, her whānau and the community. Midwifery practice involves informing and preparing the woman and her whānau for pregnancy, birth, breastfeeding and parenthood and includes certain aspects of women's health, family planning and infant well-being.

The midwife may practise in any setting, including the home, the community, hospitals, or in any other maternity service. In all settings, the midwife remains responsible and accountable for the care she provides.

## Key Accountabilities

The following role accountabilities may evolve with organisational change and there may be additional duties, relevant to this position that will be required to be performed from time to time.

Key accountabilities	Deliverables / Outcomes
1. The midwife works in partnership with the woman and her whānau throughout the maternity experience (in the context of services provided by the DHBs)	<ul style="list-style-type: none"> <li>▪ Centres the woman as the focus of care</li> <li>▪ Promotes and supports continuity of midwifery care</li> <li>▪ Is culturally safe</li> <li>▪ Is aware of the role of equity in healthcare outcomes</li> <li>▪ Recognises and respects the woman's ethnic, social and cultural context</li> <li>▪ Communicates effectively with the woman and her whānau and promotes three way conversations when needed</li> <li>▪ Supports the woman with informed decision-making</li> <li>▪ Care is planned in partnership with the woman and her whānau</li> </ul>
2. The midwife applies comprehensive theoretical and scientific knowledge with the technical skills needed to provide effective and safe midwifery care	<ul style="list-style-type: none"> <li>▪ Provides and is responsible for midwifery care of the woman and her whānau during pregnancy, labour, birth, breastfeeding and/or the postnatal period</li> <li>▪ Orders and interprets relevant investigative and diagnostic tests, carries out necessary screening procedures, and systematically collects comprehensive information concerning the woman's health and well-being</li> <li>▪ Assesses the health and well-being of the woman and her baby, recognising any condition which necessitates referral to another health professional</li> <li>▪ Attends, supports and regularly assesses the woman and or her baby and makes appropriate, timely midwifery interventions</li> <li>▪ Proactively protects, promotes and supports breastfeeding</li> </ul>

Key accountabilities	Deliverables / Outcomes
	<ul style="list-style-type: none"> <li>▪ Demonstrates the ability to prescribe/ dispense and administer medicines, vaccines and immunoglobulins safely and appropriately within the midwife’s scope of practice and the relevant legislation</li> <li>▪ Utilises evidence based practice in facilitating midwifery care and informed choice by the woman and her whānau</li> <li>▪ Facilitates and documents decisions made by the woman</li> <li>▪ Provides accurate and timely written clinical notes identifying midwifery care offered, provided or declined</li> </ul>
<p>3. The midwife promotes practices that enhance the health of the woman and her whānau and which encourage their participation in her health care</p>	<ul style="list-style-type: none"> <li>▪ Encourages and assists the woman and her whānau to take responsibility for their health and that of the baby by promoting healthy life-styles</li> <li>▪ Demonstrates the ability to offer learning opportunities to women and their whānau to meet their specific needs</li> <li>▪ Promotes and encourages exclusive breast feeding as appropriate while also supporting women who are unable or choose not to breastfeed</li> <li>▪ Supports the woman’s whānau to participate in the health and wellbeing of the woman and baby as appropriate</li> <li>▪ Works collegially, collaborates and cooperates with other midwives, health professionals, community groups and agencies when necessary</li> <li>▪ Ensures the woman has information about available services to access other health professionals and agencies as appropriate</li> </ul>
<p>4. The midwife upholds professional midwifery standards and uses professional judgment as a reflective and critical practitioner when providing midwifery care</p>	<ul style="list-style-type: none"> <li>▪ Reflects the DHBs values in care provided to women and their whānau and interactions with colleagues</li> <li>▪ Demonstrates an accurate and comprehensive knowledge of legislation affecting midwifery practice</li> <li>▪ Recognises personal responsibility and accountability for their practice across the pregnancy, childbirth and postpartum continuum to the woman, midwifery profession, the community and the Midwifery Council of New Zealand</li> <li>▪ Is aware of and complies with the Midwifery Council of New Zealand and DHBs Code of Conduct</li> <li>▪ Is aware of own limitations and consults with others, or seeks advice when appropriate</li> <li>▪ Participates in Midwifery Standards Review (MSR) process</li> <li>▪ Supports others in developing their practice</li> </ul>
<p>5. Stakeholder engagement</p>	<ul style="list-style-type: none"> <li>▪ Actively work in partnership with other directorates and key stakeholders in the value for money design and delivery of effective project management services.</li> <li>▪ Constructive strategic and tactical relationships and partnerships are developed with a range of groups and individuals both internal and external to the DHBs that supports and enables problem solving and the implementation of solutions</li> </ul>

Key accountabilities	Deliverables / Outcomes
	<ul style="list-style-type: none"> <li>A partnering approach is implemented to the delivery of services to the DHBs in a way that facilitates and supports shared agenda and objectives.</li> </ul>
6. Continuous improvement and innovation	<ul style="list-style-type: none"> <li>Establish a culture of continuous improvement, ensuring linked and cohesive 2DHB view of the support services function that identifies opportunities and co-designs innovative solutions to meet the changing needs, from local customers through to district services or whole sector.</li> </ul>
7. Te Tiriti o Waitangi	<ul style="list-style-type: none"> <li>Work in partnership with stakeholders to achieve our equity goals for Māori and ensure Te Tiriti o Waitangi obligations are adhered to</li> <li>Equity outcomes are front and centre in goals, performance monitoring and plans for service and team performance</li> <li>Cultural competence is grown across the team, supporting inclusion and partnership.</li> </ul>
8. Health & Safety	<ul style="list-style-type: none"> <li>Ensure all Health &amp; Safety obligations under the legislation are applied and managed to and that a culture of safe practice is second nature</li> <li>Actively support and ensure compliance with Health &amp; Safety policy and procedures; ensuring staff also support and comply.</li> <li>Maintain a proactive culture of Health &amp; Safety supported by systems.</li> <li>Ensure providers are aware of and have processes to comply with their health and safety responsibilities</li> </ul>

## Capability Profile

### Competencies

Competencies are the skills, knowledge and attributes required to be fully competent in this position. There will be a programme available for appointees to meet competencies where a need for continued development is identified.

For the purposes of selection, essential competencies have been identified, and decisions will be made based on the ability of applicants to meet these.

Competency	Behaviours
<b>Education and Qualifications</b>	<ul style="list-style-type: none"> <li>Essential               <ul style="list-style-type: none"> <li>New Zealand Registered Midwife</li> <li>A current practising certificate with the Midwifery Council of New Zealand</li> </ul> </li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>Essential               <ul style="list-style-type: none"> <li>Evidence of effective, competent midwifery practice or, for recent midwifery graduates, evidence of enrolment in the Midwifery First Year of Practice Programme</li> <li>Ability to work effectively within a busy environment with competing demands</li> </ul> </li> </ul>

Competency	Behaviours
	<ul style="list-style-type: none"> <li>▪ Desirable               <ul style="list-style-type: none"> <li>– Demonstrated understanding of maternity care delivery in New Zealand</li> </ul> </li> </ul>
<b>Skills and Competencies</b>	<p><b>Interpersonal/Communication Skills</b></p> <ul style="list-style-type: none"> <li>▪ Good communication/interpersonal skills ensuring the ability to interact positively and enable cooperation/coordination between:               <ul style="list-style-type: none"> <li>– women who use maternity services and their whānau</li> <li>– all maternity practitioners</li> </ul> </li> <li>▪ Positive, enthusiastic and proactive manner that instils confidence in women and colleagues</li> <li>▪ Demonstrated initiative, innovation and flexibility in practice</li> <li>▪ Awareness of and sensitivity to individual and cultural differences</li> </ul> <p><b>Written Communication Skills</b></p> <ul style="list-style-type: none"> <li>▪ Sound written communication skills</li> <li>▪ Pitch, style and tone of message is appropriate for context and purpose required</li> <li>▪ Ability to learn a range of specialist terminology</li> </ul> <p><b>Excellence Focus</b></p> <ul style="list-style-type: none"> <li>▪ Demonstrated adaptability and personal accountability</li> <li>▪ Demonstrated problem solving skills</li> <li>▪ Ability to work rostered and rotating duties</li> <li>▪ Ability to proactively manage conflicting demands on time</li> <li>▪ Has resilience to cope effectively with situations that involve emotional strain and seeks support and guidance from others as appropriate</li> <li>▪ Has a sound level of insight into own strengths and weaknesses, and is committed to addressing areas where development is required</li> <li>▪ Commitment to ongoing education that leads to continuous improvement of clinical work practices and communication</li> <li>▪ Demonstrates fit with the DHB's values:               <ul style="list-style-type: none"> <li>– Is enthusiastic and committed to caring for the community</li> <li>– Is enthusiastic and committed to working in a team environment</li> <li>– Is positive about focusing on safety issues at work</li> <li>– Applies the principles of the Treaty of Waitangi to their job</li> <li>– Completes hospital certifications within the timeframe required by the DHB (e.g. BFHI, IV etc.)</li> <li>– Completes annual appraisal within the DHB timeframe</li> </ul> </li> </ul> <p><b>Computer literacy and technology</b></p> <ul style="list-style-type: none"> <li>▪ Proficient keyboard/computer skills</li> <li>▪ Willingness to learn and incorporate new technology into practice</li> </ul>



## Physical Attributes

Under the Human Rights Act 1993 discrimination based on disability is unlawful. The Te Whatu Ora will make all reasonable efforts to provide a safe and healthy work place for all, including persons with disability.

Every effort has been made to outline requirements clearly. If a potential applicant has uncertainties about their ability to fulfill these physical requirements, enquiry should be made as to whether it would be possible to accommodate a particular issue by obtaining advice from Occupational Health Unit/Infection Control Team.

<b>Physical Attributes</b>	<ul style="list-style-type: none"><li>▪ Must be able to function under rapidly changing and demanding conditions, including emergency situations.</li><li>▪ A high degree of mental concentration is required over a prolonged period of time.</li><li>▪ Ability to move about and undertake necessary duties in the hospital and the community.</li><li>▪ Ability to stand, walk, sit frequently while carrying out duties.</li><li>▪ Ability to stretch, twist, bend, squat, crouch, lift, pull and carry and undertake all manual handling techniques, for example, using sliding sheets to move a women up the bed and lift objects within safe weight limits during cares and the birthing process.</li><li>▪ Ability to maintain postures necessary for record keeping and also to assist and support new mothers and babies such as may be required for breastfeeding and the birthing process.</li><li>▪ Ability to reach, grip and have sufficient manual dexterity to undertake repetitive activities such as may be required for record keeping and computer use and also to operate clinical equipment including IV and epidural pumps, CTG monitors, incubators, use syringes and needles and other relevant clinical equipment and if role requires drive a motor vehicle.</li><li>▪ Visual ability sufficient to read, write/record, drive, monitor women’s status and equipment, safely administer medications and enable accurate performance of essential job duties.</li><li>▪ Hearing and speech, sufficient to communicate with women, their whānau and co-workers enabling direct and telephone communications and to monitor women’s status and equipment and recognise impending emergencies relating to women and equipment.</li><li>▪ No skin lesion involving broken or desquamating skin (scaling, flaking, cracking, fissuring, ulceration) on the hands or forearms or any area of skin that may be exposed during clinical duties.</li><li>▪ No skin condition that would be exacerbated by frequent contact with water or cleansers or frequent wearing of gloves to the point where it becomes broken or desquamating.</li><li>▪ Absence of a health condition that impairs immunity to a level where the appointee is at significantly greater risk of health complications when exposed to infectious disease.</li><li>▪ Ability to undertake exposure prone procedures without placing the appointee or others at an increased risk of disease</li></ul>
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|  | <ul style="list-style-type: none"><li>▪ Ability to effectively wear personal protective equipment as required (including gloves, mask, gown etc.) to protect against exposure to environmental hazards – principally infectious disease.</li></ul> |
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## Preface

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This document contains elements that are consistent across the Te Whatu Ora in the Central Region, and is applicable for employed Registered Midwives.

The Midwifery Council of New Zealand (MCNZ) governs the competence of all midwives to ensure the safety of mothers and babies (“the public”). Te Whatu Ora recognize that all midwives are accountable to the MCNZ for their competence and will facilitate the achievement of the knowledge and skills required to maintain competence.

***Ma tini, ma mano, ka rapa te whai***  
***By joining together we will succeed***

Te Whatu Ora is committed to Te Tiriti o Waitangi principles of partnership, participation, equity and protection by ensuring that guidelines for employment policies and procedures are implemented in a way that recognises Māori cultural practices.

We are committed to supporting the principles of Equal Employment Opportunities (EEO) through the provision and practice of equal access, consideration, and encouragement in the areas of employment, training, career development and promotion for all its employees.