

Position Description

Position	Nurse Educator – Supported First Year of Practice Programme (Registered Nurse)
Team / Service	Workforce and Practice Development Unit
Directorate	Nursing and Midwifery
District	Capital, Coast & Hutt Valley (CCHV) District
Responsible to	Nurse Director - Workforce Development
Children’s Act 2014	This position is classified as a children’s worker, requiring a safety check including police vetting before commencing and every three years
Location	This position is expected to work at multiple locations across the district. From time to time as part of Variance Response you may be required to work in other areas.

Te Whatu Ora

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

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.

Te Wao Nui, the Child Health Service for the Wellington Region and Central New Zealand based in the new purpose built children's hospital on the Wellington Regional Hospital campus, supports babies to adolescents with medical conditions or who may need paediatric surgery. It provides both hospital and outpatient services.

Women's Health Services provide tertiary level maternity care in Wellington and Hutt Regional Hospitals and a Primary Birthing Unit in Kenepuru. The provision of services from Women's Health encompass community-based primary LMC care and breastfeeding support, and tertiary level obstetrics, gynaecology, and other specialist services.

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

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.

Te Mauri o Rongo

Te Mauri o Rongo recognises our connection to this work, to each other, to the people we serve and to our whakapapa. It speaks to specific behaviours that we will expect from each other guided by the pou of Te Mauri o Rongo:

Wairuatanga

Working with heart, the strong sense of purpose and commitment to service that health workers bring to their mahi.

Rangatiratanga

As organisations we support our people to lead. We know our people; we will grow those around us and be accountable with them in contributing to Pae Ora for all.

Whanaungatanga

We are a team, and together a team of teams. Regardless of our role, we work together for a common purpose. We look out for each other and keep each other safe. “Whiria te tangāta” – we will weave our people together.

Te Korowai Āhuru

A cloak which seeks to provide safety and comfort to the workforce.

District Responsibility

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.

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.

Team Perspective

The **Workforce and Practice Development Unit (W&PDU)** supports the District Chief Nurse, and Nurse Directors across the District. Organisational goals and priorities direct the W&PDU's work streams and are aligned with HNZ | Te Whatu Ora strategic direction within the CC&HV district, the Central Region, and nationally.

The W&PDU provides leadership and support for undergraduate, pre-registration, postgraduate and on-going learning for staff across the District and Region. Professional development is an important workforce focus across primary, secondary and tertiary services; as is developing, managing and improving processes and systems to optimise workforce contribution and resilience to ensure quality patient outcomes.

The W&PDU team are committed to the principles of Te Tiriti O Waitangi and pro-equity goals. They demonstrate values consistent with those of Te Maui o Rongo. The W&PDU supports Nursing teams to provide person and whānau centred care using current evidence to assist people to achieve their optimum health. The W&PDU promotes and fosters a culture of education and professional development which will enhance staff skills and capability to provide high quality and safe services.

Purpose of the Role

The purpose of the position is to develop, deliver, assess and evaluate education that progresses the competence and capability of the graduate registered nursing workforce, through the provision of learning requirements and specialty education thus supporting a safe patient journey.

The NE-SFYP is responsible for facilitating training and education programmes that develop the nursing workforce competence and capability across the District. This is achieved through developing, implementing and evaluating education for graduates. Training delivery includes both clinical and 'classroom' settings. The NE-SFYP will ensure that training and education focuses on key clinical and organisational requirements and responds to the national SFYP specifications. The NE-SFYP will work closely with Nurse Director Workforce Development, SFYP coordinators/ SFYP coordinator cultural support, Clinical Coaches, and Graduate Programme Coordinator to support graduate workforce development.

Patient safety and quality improvement are important priorities to ensure an appropriate level of clinical care. The educator role provides professional nursing leadership, working with staff to meet quality and safety standards of care.

The majority working hours will be Monday to Friday - business hours. However, there will be expectation to work in the clinical environment as required and in-discussion with Nurse Director Workforce Development.

Key Accountabilities

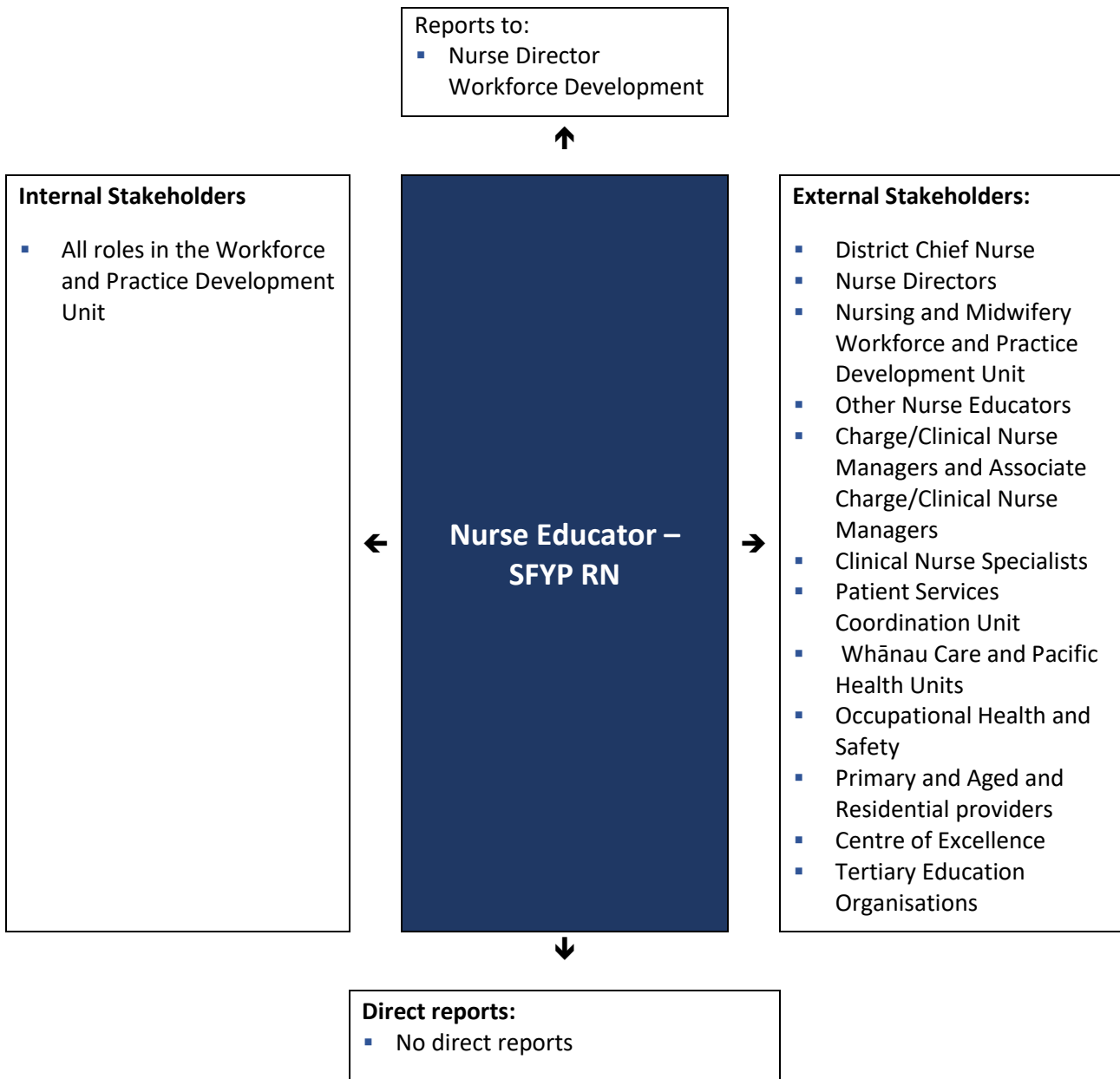
All Registered Nurses (RN) nurses employed by Capital, Coast & Hutt Valley District will have registration with the New Zealand Nursing Council (NCNZ), will fulfil all registered nursing competencies and maintain a current RN annual practising certificate. Application onto the Professional Development and Recognition Programme (PDRP) at senior pathway is required for NE-SFYP.

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. Leadership	<ul style="list-style-type: none"> ▪ Role models and applies the principles of Te Tiriti O Waitangi in nursing practice ▪ Applies Health New Zealand Te Whatu Ora policies and processes and contributes to a safety culture for patients, whānau and staff ▪ Works across the district as part of the leadership team and integrates organisational priorities into practice ▪ Champions equity and diversity in the workplace ▪ Demonstrates organisational and professional advocacy ▪ Uses evidence to lead to deliver and facilitate education including the CCHV curriculum development ▪ Updates the SFYP handbook and year planner in collaboration with CCHV Nurse Coordinators-SFYP ▪ Ensures awareness of relevant, and alignment with relevant standards and policies relating to care delivery within the services ▪ Responds with constructive strategies to meet new challenges and leads change ▪ Fosters a culture of reflective practice ▪ Contributes to shared governance of nursing through engagement in relevant meetings, committees, and working parties ▪ Plans SFYP study days collaboratively with CCHV ND WD, Nurse Coordinators-SFYP, ensuring delivery aligns with national SFYP specifications ▪ Works cohesively with SFYP team and Graduate Programme Coordinator to support recruitment and graduates ▪ Annually evaluates the SFYP, including study day delivery ▪ Reports on graduate completion of organisational core requirements including e-learning and on outcomes to inform changes
2. Education and Teaching	<ul style="list-style-type: none"> ▪ Leads, plans and reviews nursing education for the SFYP, including orientation, graduate goals and comprehensive learning assessments ▪ Develops an annual teaching plan that is responsive to emergent issues, reports outcomes monthly to Nurse Director Workforce Development ▪ Assessments are marked and moderated within the outlined timeframes ▪ Designs and delivers education using adult learning principles and evidence-informed teaching strategies ▪ Optimises nursing practice through application of current evidence and incorporating Te Ao Māori perspective and a strong equity focus

Key accountabilities	Deliverables / Outcomes
	<ul style="list-style-type: none"> ▪ Educates graduates to ensure culturally safe practice with focus on equitable outcomes ▪ Monitors completion of learning requirements and maintains accurate records of graduate education and participation ▪ Actively promotes and supports graduate progression on PDRP with an expectation that 100% of graduates are on the PDRP and supports individual professional development plans (e.g. clinical load sharing), ▪ Shares knowledge and research across a range of contexts, including presentations, seminars, study days, conferences ▪ Proactively maintains own professional development ▪ Participates in district, regional and national professional nursing or specialty groups ▪ Actively supports and educates to ensure compliance with Health & Safety policy and professional regulatory requirements; related to education and training.
3. Interprofessional collaboration and quality improvement	<ul style="list-style-type: none"> ▪ Establishes and maintains effective interprofessional relationships to support high-quality education and practice ▪ Facilitates audits, evaluations and practice reviews to identify education gaps ▪ Develops and implements targeted education and improvement plans to address identified gaps ▪ Actively identifies, contributes and supports to quality improvement initiatives
4. Workforce	<ul style="list-style-type: none"> ▪ Supports the nursing leadership team in workforce development strategies ▪ Supports Nurse Coordinators SFYP in interview and recruitment process ▪ Facilitates support of Māori and Pacific graduate nursing workforce in alignment with strategic nursing priorities ▪ Engages staff in appropriate education i.e. organisational learning updates, service essential training and professional development opportunities to fulfil training requirements aligned to individual performance objectives
5. Professional Development	<ul style="list-style-type: none"> ▪ Proactively identifies own professional development needs ▪ Maintains current senior PDRP
6. Health & Safety	<ul style="list-style-type: none"> ▪ Ensures all Health & Safety obligations under the legislation are applied and managed to and that a culture of safe practice is second nature ▪ Actively supports and ensures compliance with Health & Safety policy and procedures; ensuring staff also support and comply ▪ Maintains a proactive culture of Health & Safety supported by systems ▪ Ensures providers are aware of and have processes to comply with their health and safety responsibilities

Key Relationships & Authorities



Capability Profile

Solid performance in the role requires demonstration of the following competencies. These competencies provide a framework for selection and development.

Competency	Behaviours
Commitment to Kawa Whakaruruhau	<ul style="list-style-type: none"> ▪ Demonstrates understanding and application of the principles of Te Tiriti O Waitangi Treaty of Waitangi in nursing practice ▪ Works towards achieving equitable health outcomes for Māori

Competency	Behaviours
	<ul style="list-style-type: none"> ▪ Supports tangata whenua/mana whenua led change to deliver mana motuhake in the design, delivery and monitoring of health care ▪ Supports Māori oversight and ownership of decision making processes necessary to achieve Māori health equity ▪ Supports the expression of hauora Māori models of care and mātauranga Māori
Equity	<ul style="list-style-type: none"> ▪ Commits to helping all of our people to achieve equitable health outcomes ▪ Demonstrates critical consciousness and on-going self-reflection and self-awareness in terms of the impact of their own culture on interactions and service delivery ▪ Supports the dismantling of policies, procedures and practices that cause inequity ▪ Supports Māori-led responses ▪ Supports Pacific-led responses ▪ Supports Disability-focused responses
Team work	<ul style="list-style-type: none"> ▪ Builds constructive and effective relationships ▪ Has a friendly and supportive manner ▪ Collaborates with fellow team members and work groups to achieve service objectives ▪ Shares knowledge and expertise with colleagues ▪ Seeks out opportunities to support others in achieving goals ▪ Recognises and respects individual differences ▪ Actively contributes to and accepts consensus decisions ▪ Shows understanding of how their own role directly or indirectly supports the health and independence of the community
Self-Management	<ul style="list-style-type: none"> ▪ Sets high personal standards and strives to achieve goals ▪ Is proactive and displays initiative ▪ Is resilient and able to adapt to change and can adjust work style and approach to fit with requirements ▪ Understands and acknowledges personal and professional limitations ▪ Plans and organises work, allocating time to priority issues, meeting deadlines and coping with the unexpected ▪ Perseveres with tasks and achieves objectives despite obstacles ▪ Is reliable ▪ Consistently performs tasks correctly - following set procedures and protocols.
Communication/Interpersonal Skills	<ul style="list-style-type: none"> ▪ Demonstrates compassion ▪ Empathises with others and considers their needs and feelings ▪ Actively listens, drawing out information and checking understanding ▪ Communicates information effectively and accurately, both orally and in writing ▪ Builds rapport and relates well to all kinds of people ▪ Adjusts communication style to the recipients and considers their frame of reference ▪ Uses diplomacy and tact and can diffuse high tension situations

Competency	Behaviours
Flexibility	<ul style="list-style-type: none"> ▪ Ability to flex within the scope of Registered Nurse practice to meet the changing needs of people and their whānau and the population ▪ Responds positively and collegially, to requests for help from other team members
Organising	<ul style="list-style-type: none"> ▪ Can marshal resources (people, funding, material, support) to get things done ▪ Can orchestrate multiple activities at once to accomplish a goal ▪ Uses resources effectively and efficiently ▪ Arranges information and files in a useful manner
Planning	<ul style="list-style-type: none"> ▪ Accurately scopes out length and difficulty of tasks and projects ▪ Sets objectives and goals ▪ Breaks down work into the process steps ▪ Develops schedules and task/people assignments ▪ Anticipates and adjusts for problems and roadblocks ▪ Measures performance against goals ▪ Evaluates results

Experience and Capability

Essential Professional Qualifications / Accreditations / Registrations skills and experience:

- Registration with Nursing Council of New Zealand (NCNZ)
- A current Annual Practising Certificate (APC) and scope appropriate to place of work
- Demonstrates an understanding of significance and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way in a senior nursing role
- Minimum four years postgraduate nursing experience
- Exemplary nursing leadership skills with demonstrable experience of being able to deploy different styles and approaches
- Strong verbal and written communication skills
- Postgraduate diploma or a confirmed timeframe and plan to attain this qualification
- Relevant qualification in adult education
- Attainment/maintenance of senior PDRP
- Strong IT skills, i.e. MS Office suite
- Full drivers licence

Someone well-suited to the role will place a high value on the following

- Commitment to Te Tiriti o Waitangi
- Living the District values
- Respect and collaboration in practice
- Delivering an exemplary standard of care
- Practice informed by research evidence
- Innovation and critical thinking
- Commitment to sustainable practice

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