Health New Zealand
Te Whatu Ora

Position Description | Te whakaturanga ō mahi
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This position description is intended as an insight to the main tasks and responsibilities required in the role and is not intended to be exhaustive. It may be subject to change, in consultation with the job holder.

Title	Occupational Therapist – Older Adult
Reports to	Team Leader, Kenepuru Inpatients Allied Health
Location	Capital Coast & Hutt valley District.
Department	Kenepuru Inpatients Allied Health

Date	17/07/2026
Salary band (indicative)[i]	SP – Core Salary Scale Step 3 - 10
Children's Worker role[ii]	YES

Better Health, Better Care, Every Day.

Health New Zealand | Te Whatu Ora is committed to providing high-quality healthcare for all New Zealanders. We are focused on improving access to care, delivering better health outcomes, achieving national health targets, and ensuring the long-term sustainability of our health system.

We know that great healthcare starts with great people. That's why we are committed to building a high-performing, inclusive workplace where our people are supported to grow, contribute, and make a real difference for patients, whānau, and communities across Aotearoa.

About the role

The primary purpose of the role is to:

This role is based in the Kenepuru Inpatient Allied Health team and works primarily in the Health of Older Persons Ward to provide input to patients with a variety of orthopaedic, neurological, and medical conditions that often impact their cognition and ability to function and engage in meaningful occupations.

The Occupational Therapist will provide specialist occupational therapy assessments and interventions in order to identify rehabilitation / restorative goals. They will work in an inter-professional practice manner, collaboratively with the patient, colleagues and the patient's whanau to support attainment of patient goals, with the aim of achieving a safe and sustainable discharge.

The position will also support colleagues in other clinical areas (neuro-rehabilitation, orthopaedics) as required by the service. The Occupational Therapist in this position will mentor and support junior staff and undergraduate students.

Key Result Area	Expected Outcomes / Performance Indicators
Access and Outcomes	• Supports efforts to improve access to services and achieve better outcomes for the communities we serve. • Uses evidence and insights to identify barriers and opportunities for improvement. • Contributes to inclusive, responsive, and effective service delivery.
Te Tiriti o Waitangi	• Demonstrates a commitment to understanding and applying Te Tiriti o Waitangi in a practical and appropriate way. • Supports initiatives that improve outcomes for Māori and strengthen relationships with Māori partners and stakeholders. • Contributes to an inclusive workplace that values diversity and supports the attraction, development and retention of Māori employees.
Health & safety	• Exercises leadership and due diligence in Health and Safety matters and ensures the successful implementation of Health and Safety strategy and initiatives. • Takes all reasonably practicable steps to eliminate and mitigate risks and hazards in the workplace that could cause harm, placing employee, contractor and others' health, safety, and wellbeing centrally, alongside high-quality patient outcomes. • Leads, champions, and promotes continual improvement in health and wellbeing to create a healthy and safe culture.
Compliance and Risk	• Takes responsibility to ensure appropriate risk reporting, management and mitigation activities are in place. • Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit. • Understands, and operates within, the financial & operational delegations of their role, ensuring peers and team members are also similarly aware.

Matters which must be referred to your manager

- Employees are expected to escalate matters early to ensure patient safety, service, continuity and compliance with organisational and legislative requirements.

Relationships

External	Internal
• Client/Family/Whanau/Carers • GPs and practice nurses • Enable • ACC • Central Equipment Pool staff (CEP) • Care Coordination Centre (CCC)/Capital Support • AWHI – Early supported discharge team	• Clinical Lead Rehabilitation • Allied Health Consultant - Rehabilitation • Professional Leader – Occupational Therapy • Allied health colleagues in inpatient multidisciplinary teams • Clinicians working in outpatient and community teams • Allied Health Assistants • Charge Nurse Managers and Associate Charge Nurse Managers

	• Medical staff • Administrators

About you – to succeed in this role

You will have

Essential:

- A tertiary qualification in Occupational Therapy
- Registered with the Occupational Therapy Board of New Zealand with a current APC
- A current full NZ drivers licence
- Minimum of 5 years clinical experience
- Skilled in working with older adults
- A team player
- Experience supporting students and junior staff members

Desired:

- Skills in working with patients with neurological needs, patients with acute and / or chronic comorbidities, patients with elective orthopaedic conditions including amputee management.
  - Skills in manual handling assessment and training of patients / family / carers / staff.
  - Understanding of Inter-Professional Practice, or willingness to learn
  - Prioritization skills in the sub-acute setting, and caseload management skills to ensure all clients receive Occupational Therapy intervention in timeframes appropriate to their clinical needs.
  - Ability to manage a busy caseload and delegate appropriately to Allied Health Assistants
  - Ability to be involved in quality improvement work within the immediate Occupational Therapy team and at a wider service / clinical level.

You will be able to

Essential:

- Deliver results through effective planning, sound judgement, and personal accountability.
- Build trusted relationships and works collaboratively to achieve shared goals.
- Communicate clearly and adapts their approach to different audiences and situations.
- Demonstrate curiosity, adaptability, and a commitment to continuous improvement.
- Maintain high standards of professionalism, integrity, and ethical behaviour.
- Contribute to a positive, inclusive, and safe working environment.
- Take responsibility for their own development and supports the development of others where appropriate.

Desired:

- Demonstrate commitment to improvement in equity outcomes for Māori and Pacific peoples through individual learnings and sharing of learnings with colleagues
- Proficiency in Microsoft Office, Word, Outlook, PowerPoint, Internet resources and e-mail
- A high standard of written and spoken English
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[i] Salary band reference is for internal benchmarking and role sizing purposes only. The salary band designation is not a term or condition of employment and may be changed by the HNZ. Changes to the salary band will not affect an employee's current salary or remuneration.

[ii] The Children's Act 2014 makes provisions for the protection of children and helping them thrive, achieve and belong. At Health New Zealand, we safety check every children's worker. The purpose of this safety check is to reduce the risk of harm to young people and is a legal requirement for those employed in work that involves contact with children and young people including face-to-face, over the phone, or email contact. It is part of our commitment to ensuring the wellbeing and safety of children and young people. Your continued employment with Health NZ is conditional on a satisfactory safety check.