

## Position Description

<b>Position</b>	<b>Nurse Educator, IV and Related Therapies</b>
<b>Service / Directorate</b>	Perioperative Services
<b>Directorate</b>	Hospital Flow
<b>District</b>	Capital, Coast & Hutt Valley
<b>Responsible to</b>	Nurse Manager Perioperative Services
<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 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.

## Unit Perspective

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The Nurse Educator (NE) is part of IV Therapies at Wellington Hospital. The key strategic aim is to lead the design and delivery of transformative learning that increases staff capability, patient safety and quality of care. This includes district wide mandatory learning as well as vocational specific learning, and team specific learning. The Centre is part of the Centre of Clinical Excellence (CoCE) which aims to transform quality of care and lead purposeful innovation in partnership with all.

## Purpose of the role

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The NE plays a vital role in assuring and maintaining essential standards and leading the implementation of IV & Related Therapies education and skills development across multi-disciplinary teams. Our environment is one of constant learning and change so the NE needs to be an advocate for the organisation's strategic direction and operational objectives, providing education that enables change in two areas of primary focus: patient safety and quality improvement. The NE will recognise the value of both formal education and intentional learning in the clinical environment and build the capability of ward staff to optimise spontaneous learning opportunities as they arise in the course of patient care.

The NE will work with the Clinical Nurse Specialists and Speciality Clinical nurses, as well as Registered Nurses for IV & Related Therapies in developing plans to address clinical practice issues and meet strategic requirements. The NE will ideally have experience in educational delivery, facilitation of education by specialists and assessing the educational needs of all disciplines requiring IV knowledge and skills.

## 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.

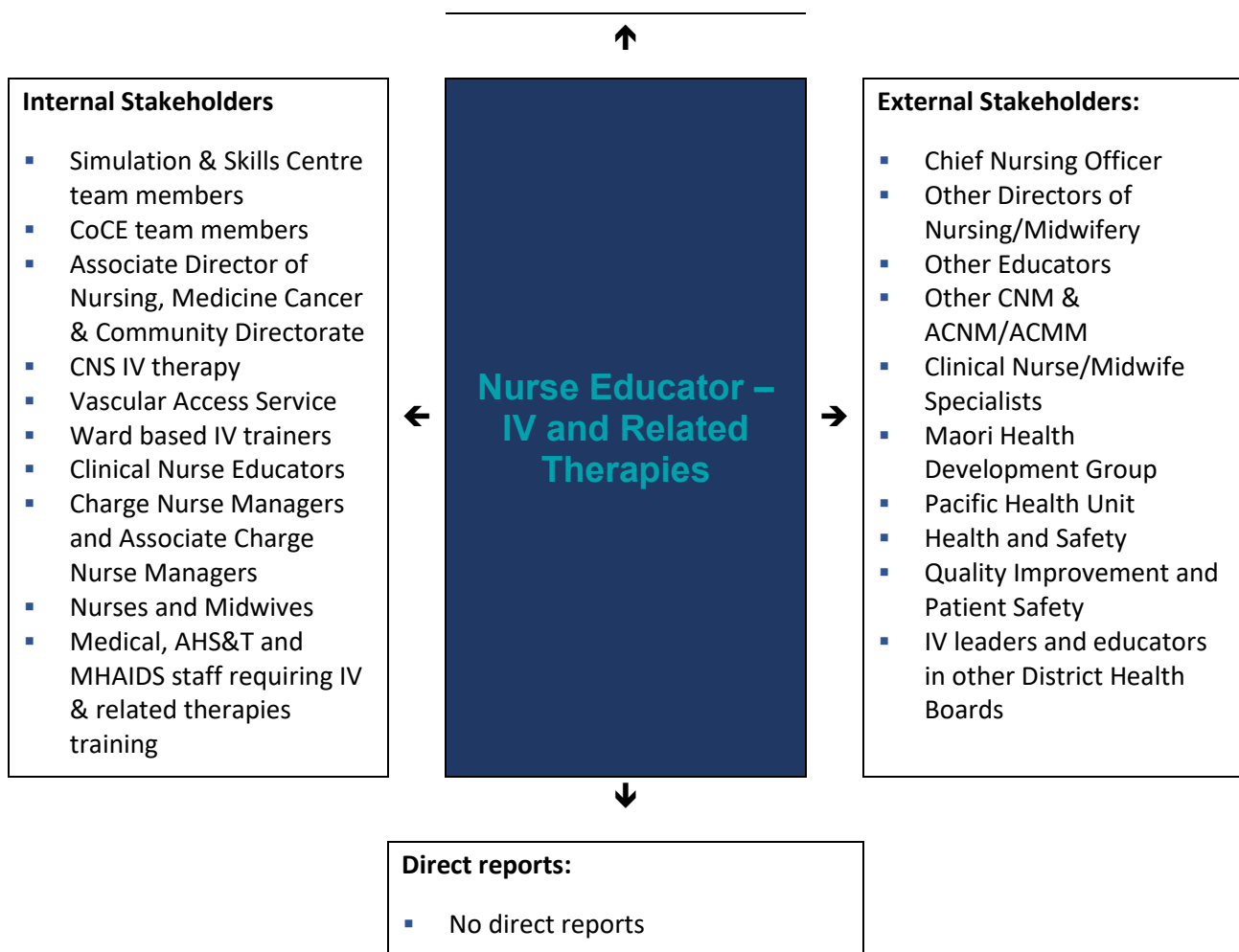
Key accountabilities	Deliverables / Outcomes
1. Education and Teaching	<ul style="list-style-type: none"> <li>▪ Lead educator for IV &amp; Related Therapies supporting ward based IV trainers to develop and enhance education skills</li> <li>▪ Work closely with the Capability Development team to make use of systems, processes and expertise to effectively monitor and report on education and to use best methods to develop and deliver education/teaching</li> <li>▪ Provide initial and ongoing education for IV &amp; Related Therapies to address relevant competencies.</li> <li>▪ Work directly with patients and staff across the service as an expert teaching resource, coach and role model</li> <li>▪ Anticipate and respond to changing organisational and area needs</li> <li>▪ Support development of required policy, protocols, and guidelines relevant to areas and across disciplines of Medical, AHST, undergraduate, NETP, and registered nurse audiences</li> </ul>
2. Leadership	<ul style="list-style-type: none"> <li>▪ Role model the values of CCHDB</li> <li>▪ Contribute to implementation of Nursing and Midwifery Priorities and Action Plan</li> <li>▪ Implement models of care</li> <li>▪ Uses evidence to lead practice development for IV &amp; Related Therapies across services</li> <li>▪ Organisational and professional advocacy</li> <li>▪ Challenge clinical issues and seek resolution</li> <li>▪ Clinical leadership for multi-disciplinary team work</li> <li>▪ Attend and contribute to Senior Nursing/Midwifery meetings and forums</li> <li>▪ Support recruitment and retention of Maori and Pacific nurses / midwives to reflect patient population</li> <li>▪ Lead and manage educational requirements for IV &amp; Related Therapies and certification, and provide expert advice to all levels from undergraduate up</li> <li>▪ Include new practice innovation, technologies and procedures in IV &amp; Related Therapies education, as appropriate within nursing scope</li> </ul>
3. Stakeholder engagement	<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 education</li> <li>▪ Constructive strategic and tactical relationships and partnerships are developed with a range of groups and individuals both internal and</li> </ul>

	<p>external to the district that supports and enables problem solving and the implementation of solutions</p> <ul style="list-style-type: none"> <li>▪ A partnering approach is implemented to the delivery of services to the district in a way that facilitates and supports shared agenda and objectives.</li> </ul>
4. 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> <li>▪ Work with relevant quality improvement groups to ensure safe quality care across services</li> <li>▪ Education and capability development is monitored and reported to ensure quality and standards of practice to support patient safety</li> <li>▪ Identify education gaps and issues, undertake audit and/or practice reviews and analyse data to make sound recommendations</li> </ul>
5. Workforce	<ul style="list-style-type: none"> <li>▪ Put strategies in place to ensure nursing and midwifery staff meet organisational core competency requirements</li> <li>▪ Support efficient utilisation of resources</li> <li>▪ Provide support to standardised TEP delivery of undergraduate nursing education for IV &amp; Related Therapies through sharing resources and train the trainer education where necessary</li> </ul>
6. Professional Development	<ul style="list-style-type: none"> <li>▪ Maintain personal annual practising certificate and meet NCNZ/PDRP requirements</li> <li>▪ Maintains professional development</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>

## Key Relationships & Authorities

Reports to:

- Nurse Manager  
Perioperative Services



## Capability Profile

### Competencies

Role holder must be able to demonstrate achievement of the competencies of a registered nurse as per the requirements of the Nursing Council New Zealand and the Health Practitioners Competence Assurance Act (2003). See [www.nursingcouncil.org.nz](http://www.nursingcouncil.org.nz) and [www.hpca.govt.nz](http://www.hpca.govt.nz).

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

Competency	Behaviours
<b>Interpersonal Savvy</b>	<ul style="list-style-type: none"> <li>▪ Relates well to all kinds of people – up, down, and sideways, inside and outside the organisation</li> <li>▪ Builds appropriate rapport</li> <li>▪ Builds constructive and effective relationships</li> <li>▪ Uses diplomacy and tact</li> <li>▪ Can diffuse even high-tension situations comfortably</li> </ul>
<b>Organising</b>	<ul style="list-style-type: none"> <li>▪ Can marshal resources (people, funding, material, support) to get things done</li> <li>▪ Can orchestrate multiple activities at once to accomplish a goal</li> <li>▪ Uses resources effectively and efficiently</li> <li>▪ Arranges information and files in a useful manner</li> </ul>

Competency	Behaviours
<b>Planning</b>	<ul style="list-style-type: none"> <li>▪ Accurately scopes out length and difficulty of tasks and projects</li> <li>▪ Sets objectives and goals</li> <li>▪ Breaks down work into the process steps</li> <li>▪ Develops schedules and task/people assignments</li> <li>▪ Anticipates and adjusts for problems and roadblocks</li> <li>▪ Measures performance against goals</li> <li>▪ Evaluates results</li> </ul>
<b>Decision Quality</b>	<ul style="list-style-type: none"> <li>▪ Makes good decisions (without considering how much time it takes) based upon a mixture of analysis, wisdom, experience, and judgement</li> <li>▪ Most of his/her solutions and suggestions turn out to be correct and accurate when judged over time</li> <li>▪ Sought out by others for advice and solutions</li> </ul>
<b>Problem Solving</b>	<ul style="list-style-type: none"> <li>▪ Uses rigorous logic and methods to solve difficult problems with effective solutions</li> <li>▪ Probes all fruitful sources for answers</li> <li>▪ Can see hidden problems'</li> <li>▪ Is excellent at honest analysis</li> <li>▪ Looks beyond the obvious and doesn't stop at the first answer</li> </ul>
<b>Quality &amp; Innovation</b>	<ul style="list-style-type: none"> <li>▪ Provides quality service to those who rely on one's work.</li> <li>▪ Looks for ways to improve work processes - suggests new ideas and approaches.</li> <li>▪ Explores and trials ideas and suggestions for improvement made by others.</li> <li>▪ Shows commitment to continuous learning and performance development.</li> </ul>
<b>Negotiating</b>	<ul style="list-style-type: none"> <li>▪ Can negotiate skilfully in tough situations with both internal and external groups;</li> <li>▪ Can settle differences with minimum noise;</li> <li>▪ Can win concessions without damaging relationships;</li> <li>▪ Can be both direct and forceful as well as diplomatic;</li> <li>▪ Gains trust quickly of other parties to the negotiations;</li> <li>▪ Has a good sense of timing</li> </ul>
<b>Customer Focus</b>	<ul style="list-style-type: none"> <li>▪ Is dedicated to meeting expectations and requirements of customers both internal and external</li> <li>▪ Gets first-hand customer information and uses it for improvements</li> <li>▪ Acts with customers in mind</li> <li>▪ Establishes and maintains effective relationships with customers and gains their trust and respect</li> </ul>

## Experience and Capability

Essential qualifications, skills and experience

### A. Knowledge, Skills & Experience:

- Relevant nursing experience and knowledge
- Experience of leading change in a complex and dynamic operating environment.
- Strong emotional intelligence that supports the ability to both empower and influence individuals and groups from diverse backgrounds and perspectives.
- Ability to effectively and credibly communicate with various audiences demonstrating an adaptive style that creates confidence and trust.

- Strong interpersonal skills, displaying honesty, integrity and a demonstrated sense of ethics in all decisions and actions
- Ability to challenge the status quo and view things from different perspectives; fostering innovative thinking and continuous improvement.
- High level of presentation, communication and influencing skills
- Ability to work collegially, positively and constructively with clinical managers and service managers at all levels

**B. Essential Professional Qualifications / Accreditations / Registrations:**

- RN with current practicing certificate and registration
- Current PDRP portfolio
- Relevant technical expertise, certification or credentials for IV and Related Therapies
- Competent in Microsoft Office programmes

**C. Someone well-suited to the role will place a high value on the following:**

- Supporting students and new graduate staff along with the wider 'team' to achieve safe and high quality care for the patient/client/whānau
- Ensuring that they follow through on commitments
- Advocating for professional and organisational initiatives
- Teaching others, demonstrated through passion for learning
- Their own ongoing development especially related to learning and education practice, demonstrated through their willingness to continue development that is related to adult education and training.

**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.