

Position Description | Te whakaturanga ō mahi

Health New Zealand | Te Whatu Ora

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	Clinical Nurse Specialist - Intellectual Disability Service
Reports to	Clinical Lead
Location	This position is expected to work primarily from the Ratonga o Rua Campus, Kenepuru
Department	Intellectual Disability Service
Date	08/07/2026
Salary band (indicative)ⁱ	Senior Nurse Grade 3 NZNO Collective Agreement/ PSA Collective Agreement
Children's Worker roleⁱⁱ	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:

Provide specialist mental health, addiction and/or intellectual disability nursing advice, care and expertise, both in delivering tangata whaiora/whānau centred care and in supporting other nurses and mental health support workers providing direct care. The CNS practices with increased autonomy, by working at an advanced level within the RN scope of practice (Te Kaunihera Tapuhi o Aotearoa Nursing Council of New Zealand /NCNZ 2025). The focus is on assisting, directing and supporting tangata whaiora care and whānau within Intellectual Disability Service. The CNS role supports excellence in practice through modelling expert clinical skills, promoting best practice, facilitating interdisciplinary collaboration and providing education. The CNS has an active role in the development and achievement of the strategic direction for the Capital, Coast & Hutt Valley and Wairarapa Districts.

The CNS leads development and implementation of speciality specific pathways, protocols and guidelines, in accordance with relevant national and international standards and guidance. This includes evaluating standards of care, in line with research, policy and evidenced-based practice across a range of settings.

The CNS uses advanced nursing knowledge and skills to:

The Clinical Nurse Specialist (CNS) working in Intellectual Disability services must actively reflect on their work and practice, they will work in ways that enhance the team to support the rehabilitation, care, and quality of life of all service users.

The CNS is a role that works across the ID Service to ensure continuity of care and best practise standards are applied, consistent with the ID Services Model of Care. In addition, the CNS provides expertise and specialty advice as required throughout the organisation. The role will work across the continuum of health care contributing to the multi-disciplinary team (MDT) with the aim of improving nursing practices and achieving equitable health outcomes for service users.

The CNS will provide leadership across clinical environments to identify and support practice improvements and the implementation of the ID Services Model of Care. .

Quality improvement and supporting change implementation are important aspects of this role. The environment is one of continuing change. The CNS role needs to champion the ID Services mission and purpose and be an advocate for the Model of Care

Contribute meeting national MHAIDS KPIs and improved tangata whaiora/whanau experience by working at an advanced level within the RN scope of practice (NCNZ, 2025) to improve the effectiveness of care delivery

Strengthen a nurse-led care-management model for tangata whaiora and whanau.

Leads and supports excellence in nursing practice underpinned by the standards of practice for Mental Health Nurses (Te Ao Māramatanga: NZ college of MH nurses)

Key Result Area	Expected Outcomes / Performance Indicators
Professional Accountabilities	• Accepts responsibility for ensuring their nursing practice and conduct meet the standards of the professional, ethical, and relevant legislated requirements • Role models expert and advancing practice and applies the principles of Te Tiriti o Waitangi in nursing practice • Contributes to improving inequities by working with colleagues to operationalise Te Whatu Ora's commitment to meet the Pae Ora (Healthy Futures) Act 2022 obligations as Te Tiriti o Waitangi partners. • Leads and supports excellence in mental health, addiction and intellectual disability nursing practice
Provide safe and expert patient care	• Works directly with whaiora, whānau and staff in a variety of clinical settings as an expert resource and role model • Uses expert knowledge and skills to perform comprehensive patient assessment, use clinical reasoning to evidence formulation and differential diagnosis, plan care, manage complex needs and arrange follow-up for whaiora, including the whānau where appropriate • Clinical knowledge is advanced to meet complex needs

	• Prioritises and responds to direct referrals from health professionals or service users in response to identified criteria/ service standards • Uses assessment findings to foresee likely course of events and recommend/ implement appropriate changes to patient care • Demonstrates sound levels of clinical judgement and ethical decision making in implementing and/or modifying interventions • Utilizes effective problem solving skills with service users to reduce hospitalisation duration and facilitate early safe discharge/support timely discharge to primary care providers. • Facilitates a collaborative, interdisciplinary approach to clinical management, assisting access to appropriate diagnostic tests, interventions and therapies • Provides effective emotional and informational support to tangata whaiora and whānau • Accurately documents assessment, interventions, referrals and/or follow-ups • Uses initiative and clinical judgment in the application of relevant policies, procedures and clinical guidelines • Practices autonomously and collaboratively within RN scope of practice, recognises limitations and consults/refers on appropriately.
Works collaboratively to ensure safe and effective care delivery	• Acts as a nursing resource across clinical settings and disciplines, sharing clinical expertise both formally and informally • Creates opportunities within the clinical setting to share clinical expertise through teaching and coaching of staff • Provides clinical expertise/ guidance in the assessing, planning and management of complex patients • Effectively communicates and coordinates the plan of care with the multidisciplinary team to ensure a seamless transition between services, including primary and secondary care • Evaluates the effectiveness of clinical interventions and collaboratively facilitates modification of regimes accordingly • Facilitates the communication of consistent and realistic information to patients and families • Facilitates opportunities for nursing and medical staff to participate and collaborate in patient care discussion.
Provides effective nursing leadership	• Role models and applies the principles of Te Tiriti O Waitangi in nursing practice • Champions equity and diversity in the workplace • Visible and accessible to direct care nurses • Leads practice innovation and initiative • Leads and influences practice standard to reflect current nursing knowledge, research and best practice • Coaches and role models expert clinical skills and professional nursing practice (teamwork, behaviour attitudes and conduct) • Incorporates an awareness of broader health policies on provision of care delivery within the district • Provides a nursing perspective in organisation and planning at a service level contributing to strategic direction of Service and Speciality

	• Responds with constructive strategies to meet new challenges and initiates/ adopts change early • Contributes to shared governance of nursing through engagement in relevant meetings, committees, and working parties and/or similar • Engages with Care Capacity Demand Management (CCDM) • Networks with team members from a wide range of clinical disciplines, to ensure timely and effective clinical management • Fosters and participates in peer education, peer review processes, case review and reflective practice • Actively involved in local and national reviews of guidelines
Enhances inter-professional healthcare and provision of quality services	• In collaboration with the services, identifies and proposes quality improvement initiatives using data-driven decision-making and effective change management processes • Collates and maintains patient data for analysis, audit and reporting • Actively seeks and incorporates feedback, to improve quality of care delivered, through presenting and participating in patient review • Evaluates nursing practice against current standards of best practice • Monitors and acts upon nurse sensitive quality indicators • Contributes as a clinical expert in the investigation, critical assessment and management of any adverse/reportable events • Coordinates the development of evidence-based policies, procedures, documentation tools and information resources to enhance patient outcomes • Actively involved in long term on-going case and peer reviews • Attends appropriate educational meetings including clinical reviews • Participates in required mandatory training for clinical staff
Advances nursing and practice through research and scholarship	• Maintains required clinical competencies and technical expertise and as applicable expanded practice and national credentialing • Reviews research, literature and practice trends to inform practice and ensure currency • Proactive in identifying own professional development needs and negotiating appropriate resources including post graduate courses • Identifies researchable practice issues and engages support in undertaking research, audit and/or internal validation studies • Promotes the specialty and/or service from a nursing perspective through presentation and /or publication • Participates in local/national professional nursing or specialty groups • Uses professional nursing/specialty organisation membership to benefit the practice environment/ nursing service • Maintains professional development to support role competencies and credentialing when required for procedures e.g. expanded practice, colposcopy etc.
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.
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.
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.
Culture and People Leadership <i>(This section is applicable only to leadership roles. Delete for non-leadership roles.)</i>	• Provides visible, effective leadership that aligns people, resources, and effort to organisational priorities and outcomes. • Builds high-performing teams through coaching, development, succession planning, and a commitment to continuous learning. • Creates an inclusive and engaging workplace where people are supported to contribute, grow, and succeed. • Builds trusted relationships with stakeholders and works collaboratively to deliver sustainable outcomes. • Fosters a culture of accountability, innovation, and continuous improvement, ensuring people and organisational performance support strategic objectives. • Champions values-based leadership and promotes a positive organisational culture that supports wellbeing, performance, and service excellence.

Matters which must be referred to your manager

Clinical or operational matters that requires escalation must be referred to the relevant health professionals and/or Director or Nursing.

Relationships

External	Internal
• Chief Nursing Officer/Director of Midwifery • Workforce and Practice Development Unit • Learning, development and Research • Awanui Laboratories • Primary Health Teams • NGO services • Aged Care Providers • Community services e.g. Care Coordination services • Disability Team • Centre of Clinical Excellence • Non-Government Organisations, e.g. Maori, Pacific Health • Te Ao Māramatanga: College of Mental Health Nursing	• Senior nurses and nursing leadership • Nursing teams • Medical teams • Allied professionals • Lived Experience Advisors • Whanau Advisors • Other interdisciplinary team members • Patient administration services • Learning and Development Team • MHAIDS Quality and Patient Safety Team • Associate Director of Nursing for group. • MHAIDS Senior nurses and nursing leadership including Nurse Director MHAIDS, Mātanga Tapuhi NP and NP Interns • Other MHAIDS Clinical Care teams

About you – to succeed in this role

You will have

Essential:

- Post Graduate Certificate in Mental Health Nursing (or a pre-registration program in MH or Intellectual Disability Nursing.
- Postgraduate (PG) Diploma
- Sound knowledge of Te Ao Māramatanga Standards of Practice for Mental Health Nurses
- Current NCNZ Registered Nurse Annual Practicing Certificate.
- Clinical expertise and experience aligning with mental health, addiction or disability nursing.
- At Expert or Senior level in Professional Development Recognition Programme (PDRP) and committed to maintain Senior once appointed to position
- Excellent communication, interpersonal, facilitation and coaching skills
- Demonstrate initiative, motivation and a commitment to learning.
- Comprehensive understanding the NZ Health System including equity issues, professional leadership and emerging issues for the nursing profession

Desired:

- Experience in implementing Te Tiriti o Waitangi in action.
- Membership if Te Ao Māramatanga: College of Mental Health Nurses: New Zealand.

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:

- An enthusiasm and passion for ongoing nursing practice development
- A strong patient care focus with strengths in sharing that information
- High quality care for the patient and whānau with a strong equity focus
- Ensuring that they follow through on their work to deliver on identified outcomes.]

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.