

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	Mental Health Professional
Reports to	Team Leader SMMH
Location	Wellington
Department	Specialist Maternal Mental Health Service
Date	10-08-2026
Salary band (indicative)ⁱ	\$79,014-\$112,965
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:

Clinically support mental health service users during periods when they are experiencing moderate to severe periods of psychiatric illness that require assessment, treatment and support to assist the individual and their whānau and supports along the recovery journey, back to primary health care. Our client group is diverse and we cover a broad-spectrum both socioeconomically and culturally. Specialist services also cater to specific population groups eg. Maori Mental Health, Health Pacifica, Maternal or Community Drug and Alcohol Services.

The mental health professional is responsible for providing clinically effective assessment, treatment, intervention and goal setting with tāngata whaiora. This includes treatment /recovery plans developed together with the service users and family/whānau. The role also involves on –going monitoring and discharge planning.

Along with case management, the mental health professional also provides individual and group work, education and providing sound clinical and cultural knowledge in the MDT discussions. The mental health professional will work closely with service users /whānau and community agencies to achieve the outcomes agreed by the multidisciplinary process.

The mental health professional will also contribute to their own professional development activities as well as wider social work activities within the DHB.

Key Result Area	Expected Outcomes / Performance Indicators
Assessment, care planning and therapy services	• Assessments are completed using appropriate assessment tools. • Risk assessment and management plans are incorporated to the recovery planning process. • Practice demonstrates specialist knowledge of mental illness and mental health issues. • Clinical interventions include a variety of models of therapy and an ability to apply a range of support strategies and treatment options. • The needs of tāngata whaiora/clients are clearly identified and care/treatment/ recovery plans documented. • Tāngata whaiora are actively involved in assessment, recovery planning / review and discharge processes. • Tāngata whaiora are supported in achieving their identified goals through assessment, treatment and discharge planning. • The needs of tāngata whaiora are clearly identified and care/treatment/ recovery plans documented. • Assessment and recovery planning includes those people identified by the tāngata whaiora as significant to them and their recovery. • Comprehensive clinical case notes are kept up-to-date in accordance with legislation, organizational policy and service procedure.
Care management	• Referrals and caseload are effectively and appropriately managed to respond to the needs of tāngata whaiora, consumers, their family, whānau and caregivers. • Care and treatment is coordinated effectively through MDT and in consultation with appropriate services and agencies. • Information is provided to tāngata whaiora / clients and their family/whānau/caregivers regarding relevant resources and services available. • Liaison and consultation with Māori Mental Health staff and/or other Māori health providers, Iwi, hapu and whanau assists in identifying cultural needs, interpreters and other cultural services.
Be a pro-active member of the multi-disciplinary team	• Displays professional and constructive participation in teamwork and acknowledges others' expertise, strengths and limitations. • Discipline specific skills, knowledge and professional perspective are made available to assist colleagues in a positive and proactive manner. • Liaison and consultation with the MDT ensures care and treatment options are negotiated to meet the best outcomes for tāngata whaiora / clients, their families/whānau/caregivers.

Quality Improvement	• Active participation is maintained in team meetings to plan quality clinical care and contribute to service development planning, the strategic direction and integrity of Mental Health Services. • Commitment to continuous quality improvement is demonstrated by identifying quality initiatives within own practice and services to clients. • Informs and updates team on service development projects and specialist interest areas. • Provision of clinical services meets the standards required by policy, service delivery pathways and procedures, relevant guidelines and regulations. • Contributes to mental health promotion, education and illness prevention activities according to service requirements. •
Assist in providing a safe environment which promotes health and wellbeing	• Tāngata whaiora, consumers are treated with respect and their comfort, privacy and dignity is maintained. • Practice reflects knowledge and understanding in the application of the principles of the Te Tiriti o Waitangi as they relate to mental health. • Knowledge of the Health & Disability code of Consumers Rights is reflected in practice. • Effective advocacy skills and relationships support tāngata whaiora/clients, their whānau/ families and caregivers. • Training and MHS core competencies are undertaken and updated as required.
Consultation / Liaison	• Effective support networks, communication and liaison with other key providers / agencies are developed and maintained. Links are maintained with MH Regional Specialty services/areas – and specific expertise in specialty areas is utilised within the team to support clinicians and tāngata whaiora/clients.
Education / Professional development	• Orientation and core training are completed. • Training & education requirements and updates are attended as required. • Professional and cultural training needs are identified and actioned. • Peer supervision is undertaken with colleagues. • Clinical supervision is undertaken in accordance with the service procedure and relevant guidelines. • Annual performance appraisal and development plans are arranged with the Team Leader/Clinical Nurse Manager and professional body advisor. • Collegial support is maintained with professional discipline colleagues and attendance at professional training or meetings is encouraged.

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
• Family/Whānau and other support people • Referring Agencies • Community agencies • NGOs • Professional Registration board • Professional Association • Other National Perinatal Mental Health Teams and agencies (both inpatient and community)	▪ . Operations Manager ▪ Professional Leader (professional accountability) ▪ Multidisciplinary team ▪ Patient, Whānau, & support people ▪ Community Mental Health Teams ▪ Consumer consultants and advisors ▪ Cultural consultants and advisors ▪ Whanau Care Service ▪ Administrators

About you – to succeed in this role

You will have

Essential:

- Registration with the relevant professional registration body (e.g., Nursing Council of New Zealand as a Registered Nurse, Registered Social Worker, Registered Clinical Psychologist, Registered Occupational Therapist).
- A current practising certificate at all times.
- Good level of knowledge, understanding and experience working with, treating and assessing moderate to severe mental health including within the perinatal period, complex PTSD and other co-morbid difficulties.
- Attained sufficient work experience and clinical competence and confidence to work independently as a clinician interacting with consumers and other service providers (internal and external)
- Experience in evidence-based therapeutic intervention for supporting clients with moderate to severe mental health challenges in the perinatal period including anxiety, depression, post-partum psychosis, trauma and complex PTSD and other co-morbid difficulties.
- Has knowledge and understanding of the relevant legislation, standards and guidelines. These include but are not limited to:
 - Health and Disability Services Consumers' Code of Rights <http://www.hdc.org.nz/the-act--code/the-code-of-rights>
 - New Zealand Nursing Council's (NCNZ) Nurse Practitioner/Registered Nurse/Enrolled Nurse Competencies <http://nursingcouncil.org.nz/Nurses/Scopes-of-practice>

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Desired:

- [Effective oral and written communication
- Recognising and managing risk in a clinical environment
- Working in an emotionally challenging and changing environment
- Working in a multi-disciplinary environment
- Sharing information and working collaboratively with the team at SMMHS as well as other Service Providers
- Being forward thinking and resourceful for Service Development
- Knowledge and understanding about Te Tiriti o Waitangi, and the impact of colonisation. Understanding about the impacts of poverty, discrimination and minority stress
- Helping clinicians develop and provide appropriate care and specific treatments for clients with complex needs.
- Undertaking professional development to maintain and enhance their skills

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.
- Use Microsoft Office suite (Word and Excel).
- Can keep detailed written file notes, complete client pathway documentation and provide formal assessment reports as required.
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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.