

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	Senior Medical Officer
Reports to	Clinical Leader, Emergency Department
Location	Wellington – Wellington Hospital
Department	Wellington Emergency Department
Date	August 2026
Children's Worker roleⁱ	[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:

The Senior Medical Officer is responsible for delivering high-quality emergency medicine services, providing timely, safe, and evidence-based clinical care to patients presenting to the Emergency Department. The role contributes to the achievement of equitable health outcomes through clinical excellence, sound professional judgement, and a patient-centred approach to care.

Working collaboratively within multidisciplinary teams, the Senior Medical Officer supports effective care coordination, clinical decision-making, and service delivery across the continuum of care. The position also contributes to continuous quality improvement, service development initiatives, and the advancement of clinical practice through participation in teaching, supervision, and mentoring activities where appropriate.

The Senior Medical Officer is expected to maintain the highest standards of professional and ethical practice and to work in accordance with Te Whatu Ora policies and procedures, relevant professional standards, regulatory requirements, and statutory obligations. Through leadership, collaboration, and a commitment to excellence, the role supports positive patient outcomes and the ongoing development of emergency medicine services.

Key Result Area	Expected Outcomes / Performance Indicators
Clinical Expertise	• To set and maintain consistently high standards of medical care: • Provide specialist services to patients requiring emergency care according to best practice • Develop standards, protocols and policies in conjunction with the Clinical Leader • Participate in a roster which includes after-hours and weekend duties • Provide emergency advice and phone consultation with other practitioners as required • Participate in hospital audit meetings, other relevant committees and activities as appropriate • Strive for excellence in clinical outcomes, delivery processes and relationships both in and outside the service • Practise in a manner consistent with established ethical standards as defined by the Medical Council of New Zealand • Establish and maintain excellent professional relationships with external organisations such as the Wellington School of Medicine, professional bodies and other groups
Relationships and Representation	• To support the development of the service staff into a high performing team • Maintain harmonious and productive relationships with all colleagues • Attend relevant service meetings • Work to help meet the targets set by the organisation • Contribute to the development of relevant protocols and policies • Represent the service in hospital committees when nominated • Act as a role model for staff and demonstrate at all times the highest professional standards • Work in a multi-disciplinary team • Provide leadership and advice for staff as appropriate • Participate in the performance assessment system in accordance with your employment contract
Quality Assurance	• work collaboratively with other staff to ensure best clinical outcomes through the development of superior quality and service development activities • ensure service resources are used effectively and efficiently participate in monitoring and managing outputs at the agreed level • participating in the ongoing development of emergency services in the Wellington and Central Health region • monitoring national and international trends and work with the Clinical Leader to introduce new initiatives

	• acting as a change agent and champion for the development of new initiatives • assisting in the design and implementation of systems that lead to best outcomes
	• ensure regular communication and liaison with other services • support District Health Board wide business initiatives and fostering goodwill and collegiality between all disciplines • participate on request in committee and liaison work in developing District Health Board initiatives e.g. site redevelopment, electronic patient record, human patient simulator training facility. • Patient confidentiality is maintained at all times.
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
• Patients and whanau • Speciality Clinical Leaders • Clinical Directors • Inpatient wards and units • Radiology • Laboratories	• ED Clinical Lead • ED Clinicians • ED Nurse Manager • ED Nursing team • ED Allied Health team • RMOs • Patient Administration • Operations Manager ED

About you – to succeed in this role

You will have

Essential:

- Speciality qualification in emergency medicine
- Vocational registration or eligibility for vocational registration in the speciality with the Medical Council of New Zealand
- Eligibility (and willingness) for Australasian College for Emergency Medicine SIMG (Specialist International Medical Graduate) pathway
- High level of skill in and competence in emergency medicine
- Relevant experience and qualification in paediatric emergency medicine
- Excellent inter-personal skills to create effective working relationships
- Ownership of individual decisions where appropriate in order to meet responsibilities and accountability of the role
- Understanding of equipment and information technology to develop the service as a centre of excellence
- Commitment to customer focus

Desired:

- Evidence of contribution and participation in the development to emergency medicine, through membership or participation in professional groups or working parties
- Experience in change management and an understanding of the significance and consequence of different approaches
- Innovative approaches to problem solving
- Knowledge of and commitment to continuous quality improvement
- Ability to foster and maintain wide and rich professional networks in New Zealand and overseas

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:

- Critical thinker
- Innovative and flexible
- Able to use own initiative
- Team player with a “can do” attitude
- Energetic and self-motivated
- A proven ability to prioritise competing demands
- Ability to influence clinical practice across multidisciplinary teams

ⁱ 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.