

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	Registered Nurse
Reports to	Charge Nurse Manager
Location	Capital, Coast & Hutt Valley (CCHV) District
Department	Community Health Service
Date	17-07-2026
Salary band (indicative)ⁱ	HNZ NZNO 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:

[The Registered Nurse (RN) role is to meet the needs of people and whanau accessing our services using contemporary nursing care which is safe, appropriate and effective.

The RN works with the scope of a RN as introduced by the Nursing Council of New Zealand (NCNZ 2025). Registered nurses are accountable and responsible for their nursing practice, ensuring that all health care provided is consistent with their education, assessed competence, relevant legislative requirements and is guided by the NCNZ standards for registered nurses.

Registered nurses use substantial scientific and nursing knowledge to inform comprehensive assessments, determine health needs, develop differential diagnoses, plan care and determine appropriate interventions. Interventions are evaluated to assess care outcomes based on clinical judgement and scientific and professional knowledge.

Registered nurse practise independently and in collaboration with individuals, their whānau, communities and the interprofessional healthcare team, to deliver equitable person/whānau/whakapapa-centred nursing care across the life span in all settings. Registered nurses may also use their expertise I areas and roles such as leadership, management, education, policy and research.

Key responsibilities include:

- Practising autonomously within a community environment, delivering safe, effective, and evidence informed nursing care.
- Contributing to the coordination and leadership of the nursing team to ensure continuity and quality of service delivery.
- Working collaboratively with public and private healthcare providers, multidisciplinary teams, and community agencies to support integrated care.
- Delivering care in a manner that recognises and incorporates cultural values, beliefs, and practices within the home and community environment.
- Promoting self-determination, independence, and empowerment through advocacy, education, liaison, and service coordination.
- Developing and maintaining effective professional relationships with service users, whānau, caregivers, community organisations, and healthcare partners.
- Demonstrating flexibility and adaptability when working across diverse and changing environments within the community.
- Utilising knowledge of community resources and support services to assist service users throughout their healthcare journey and beyond the continuum of care.
- Supporting health promotion, disease prevention, and the management of acute and long-term conditions within the community setting.
- Ensuring care is delivered in accordance with professional standards, organisational policies, and relevant legislative requirements.
- Provide direction, coordination, and delegation of tasks to Health Care Assistants, ensuring care activities are delivered safely, effectively, and in accordance with service standards, policies, and patient care plans.

The RN will respond to the changing needs of the district, performing other tasks as required. The RN is expected to contribute to the implementation of District and nursing goals and values, and to promote Health New Zealand |Te Whatu Ora Capital, Coast and Hutt Valley as a centre of excellence for nursing practice.

The Registered Nurse (RN) position will operate on a rostered, rotating schedule from Monday to Sunday. Shifts will be worked during business hours and include a morning shift (8:00am–4:30pm) and an afternoon shift (1:30pm–10:00pm). The RN may be required to work across the district to support patient safety, service delivery, and workforce requirements.

Key Result Area	Expected Outcomes / Performance Indicators
Pou One: Māori Health Reflecting a commitment to Māori health, registered nurses support, respect and protect Māori rights while advocating for equitable and positive health outcomes. Nurses are also required to demonstrate kawa whakaruruhau by addressing power imbalances and working collaboratively with Māori	• Descriptor 1.1 Engages in ongoing professional development related to Māori health and the relevance of te Tiriti o Waitangi articles and principles. • Descriptor 1.2 Advocates for health equity for Māori in all situations and contexts. • Descriptor 1.3 Understands the impact of social determinants, such as colonisation, on health and wellbeing. • Descriptor 1.4 Uses te reo and incorporates tikanga Māori into practice where appropriate.
Pou Two: Cultural Safety Cultural safety in nursing practice ensures that registered nurses	• Descriptor 2.1 Practises culturally safe care which is determined by the recipient.

provide culturally safe care that is inclusive, responsive and equitable. This requires nurses to reflect on their practice, understand their cultural identity and the power imbalances between the nurse and the recipient of care.	• Descriptor 2.2 Challenges racism and discrimination in the delivery of nursing and health care. • Descriptor 2.3 Engages in partnership with individuals, whānau and communities for the provision of health care. • Descriptor 2.4 Advocates for individuals and whānau by including their cultural, spiritual, physical and mental health when providing care. • Descriptor 2.5 Contributes to a collaborative team culture which respects diversity, including intersectional identities, and protects cultural identity by acknowledging differing worldviews, values and practices.
Pou Three: Whanaungatanga and Communication A commitment to whanaungatanga and communication requires registered nurses to establish relationships through the use of effective communication strategies which are culturally appropriate and reflect concepts such as whānau-centred care and cultural safety. An understanding of different forms of communication enables the nurse to engage with the interprofessional healthcare team, advocate for innovative change where appropriate and influence the direction of the profession.	• Descriptor 3.1 Understands and complies with professional, ethical, legal and organisational policies for obtaining, recording, sharing and retaining information acquired in practice. • Descriptor 3.2 Determines the language and communication needs (verbal and non-verbal) of people, whānau and communities. • Descriptor 3.3 Incorporates professional, therapeutic and culturally appropriate communication in all interactions. • Descriptor 3.4 Communicates professionally to build shared understanding with people, their whānau and communities. • Descriptor 3.5 Assesses health-related knowledge, provides information and evaluates understanding to promote health literacy. • Descriptor 3.6 Ensures documentation is legible, relevant, accurate, professional and timely. • Descriptor 3.7 Uses appropriate digital and online communication. • Descriptor 3.8 Provides, receives and responds appropriately to constructive feedback.
Pou Four: Pūkengatanga and Evidence-Informed Nursing Practice Pūkengatanga and evidence-informed nursing practice requires registered nurses to use clinical skills, coupled with critical thinking and informed by high quality and current evidence, to provide quality, safe nursing care. Evidence-informed practice	• Descriptor 4.1 Understands the wide range of assessment frameworks and uses the appropriate framework to undertake comprehensive assessments in the practice setting. • Descriptor 4.2 Develops differential diagnoses based on a comprehensive assessment, clinical expertise and current evidence to inform the plan of care.

prepares the nurse to differentially diagnose, plan care, identify appropriate interventions, lead the implementation and evaluate care provision and outcomes.

- Descriptor 4.3 Implements and evaluates effectiveness of interventions and determines changes to the plan of care.
- Descriptor 4.4 Coordinates and assigns care, delegates activities and provides support and direction to others.
- Descriptor 4.5 Safely manages medicines based on pharmacotherapeutic knowledge, including administration in accordance with policies and best practice guidelines.
- Descriptor 4.6 Supports individual and whānau choices of complementary therapies by ensuring they have sufficient information to make informed decisions about treatment options.
- Descriptor 4.7 Understands cultural preferences for complementary treatment, such as the use of rongoā, and supports integration into care.
- Descriptor 4.8 Demonstrates digital capability and online health literacy to support individuals, whānau and communities to use technology for managing health concerns and promoting wellbeing.
- Descriptor 4.9 Applies infection prevention and control principles in accordance with policies and best practice guidelines.
- Descriptor 4.10 Identifies, assesses and responds to emerging risks and challenging situations by adjusting priorities and escalating to the appropriate person.
- Descriptor 4.11 Understands and works within the limits of expertise and seeks guidance to ensure safe practice.
- Descriptor 4.12 Maintains awareness of trends in national and global nursing to inform change in practice and delivery of care.

Pou Five: Manaakitanga and People-Centred Care

Manaakitanga and people-centred care requires nurses to demonstrate compassion, collaboration and partnership to build trust and shared understanding between the nurse and people, whānau or communities. Compassion, trust and partnership underpin effective decision-making in the provision of care to support the integration of beliefs and preferences of people and their whānau

- Descriptor 5.1 Ensures integrated relational and whakapapa-centred care to meet the needs of people and whānau.
- Descriptor 5.2 Upholds the mana of individuals, whānau and the nursing profession by demonstrating respect, kindness, honesty and transparency of decision-making in practice.
- Descriptor 5.3 Facilitates opportunities for people and whānau to share their views and actively contribute to care planning, decision-making and the choice of interventions.
- Descriptor 5.4 Establishes, maintains and concludes safe therapeutic relationships.

Pou Six: Rangatiratanga and Leadership Rangatiratanga and leadership in nursing practice are demonstrated when nurses proactively provide solutions and lead innovation to improve the provision of care. Leadership requires all nurses to act as change agents and lead change when appropriate. Fundamental to the integration of leadership is the need for nurses to intervene, speak out, and advocate to escalate concerns on behalf of colleagues or recipients of care	• Descriptor 6.1 Actively contributes to a collaborative team culture of respect, support and trust. • Descriptor 6.2 Demonstrates professional and ethical accountabilities in practice and adheres to the Nursing Council of New Zealand Code of Conduct, relevant legislation and organisational policies and procedures. • Descriptor 6.3 Understands continuous learning and proactively seeks opportunities for professional development. • Descriptor 6.4 Engages in quality improvement activities. • Descriptor 6.5 Identifies and responds appropriately to risk impacting the health, safety and wellbeing of self and others to practise safely. • Descriptor 6.6 Understands the impact of healthcare provision on global and local resources, demonstrates and supports the constant assessment and improvement of sustainability practices.
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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.
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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.

These include:

- Any actual or potential patient safety incident, adverse event, near miss, or serious concern regarding a client's wellbeing.
 - Significant changes in a client's physical, mental, social, or environmental circumstances that may affect care delivery.
 - Concerns regarding abuse, neglect, exploitation, family violence, or safeguarding issues.
 - Complaints from clients, whānau, carers, or other stakeholders that cannot be resolved immediately.
 - Breaches, or suspected breaches, of privacy, confidentiality, professional boundaries, or organisational policies.
 - Health and safety risks, incidents, hazards, injuries, or unsafe working conditions.
 - Inability to carry out assigned duties safely, including concerns about competency, workload, fatigue, or wellbeing.
 - Any suspected fraud, theft, misconduct, or inappropriate behaviour by staff, clients, or visitors.
 - Significant service delivery issues, including missed visits, staffing shortages, or barriers affecting continuity of care.
 - Any matter that could result in reputational, legal, financial, or operational risk to the organisation.
- Clinical or operational matters that require escalation must be referred to the relevant health professionals, operational and nursing professional lead Nurse Director

Relationships

External	Internal
• General Practitioners and other General Practice staff e.g., NPs, RNs, RN prescribers) • Aged Residential Care Facilities • Other Districts • Consumer advocates & agencies • Volunteers • NZ Nursing Council • Professional bodies & Associations • Health & social support agencies	• Chief Nurse • Nursing Leadership Team • Workforce and Practice Development Unit • Associate Charge/Clinical Nurse Manager (ACNM) • Nursing Team • Nurse Educator • Health Care Assistant • Clinical Nurse Specialist • Clients/Patients and Families

	• Student Nurse • Multi-Disciplinary Teams • Māori and Pacific Health Units • Disability Team • Centre of Clinical Excellence • Other District speciality Inpatient Teams • District Community Teams • Hospital Specialist Services (HSS) including wards, outpatients services etc.
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About you – to succeed in this role

You will have

Essential:

- Registration with Nursing Council of New Zealand (NCNZ)
- A current Annual Practicing Certificate (APC) and scope appropriate to place of work
- Police vetting (if not currently employed by Capital, Coast /Hutt Valley)
- Demonstrates an understanding of the significance of and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way in the nursing role
- A commitment to achieving equitable outcomes for Māori
- A personal commitment to on-going learning and development including attainment/maintenance of PDRP
- A full New Zealand drivers licence
- Reliable, honest, and professional.
- Patient, caring, and approachable.
- Positive attitude and willingness to learn.
- Adaptable and resilient in changing situations.
- Respectful of confidentiality and professional boundaries.
- Strong interpersonal skills and ability to build rapport with patients, whānau, and colleagues

Desired:

[Demonstrate

- Experience in implementing Te Tiriti o Waitangi in action.
- Demonstrates an understanding of the significance of and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way in the nursing role
- Experienced in delivering comprehensive nursing care in community-based
- Respect and collaboration in practice
- Delivering an exemplary standard of care
- Practice informed by research evidence
- Innovation and critical thinking

- Commitment to sustainable practice

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 person and whanau centred practice that promotes independence, dignity, and equitable health outcomes.
- Deliver an exemplary standard of care through clinical excellence, effective care coordination, and a commitment to quality and safety.
- Demonstrate a commitment to ongoing learning and professional development, maintaining clinical competence and embracing opportunities for growth.
- Apply current research, evidence-based practice, and professional standards to inform clinical decision-making and improve patient outcomes.
- Use innovation, critical thinking, and problem-solving skills to respond effectively to complex and changing patient needs.
- Contribute to service improvement initiatives and support the development of new models of care where appropriate.
- Demonstrate effective time management, prioritisation, and organisational skills in the delivery of community-based health services.
- Build positive relationships with multidisciplinary teams and external agencies to support integrated care and seamless patient journeys.
- Show a commitment to sustainable practice through responsible use of resources and consideration of environmental impacts in healthcare delivery.
- Champion health promotion, prevention, and self-management approaches that empower patients and whānau to achieve their health goals.
- Support a culture of continuous improvement, reflection, and shared learning within the District Nursing service.
- Respect and collaboration in practice
- Delivering an exemplary standard of care
- Commitment to ongoing learning and development

- Practice informed by research evidence
- Innovation and critical thinking
- Commitment to sustainable practice

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.