

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 – Consultant Paediatric Surgeon
Reports to	Clinical Leader (Paediatric Surgery), Child Health Service Operations Manager, Child Health Service
Location	This position is expected to work from Wellington, Te Wao Nui – Child Health Service Hospital with outreach to Hutt Valley, Kenepuru and Regional centre as needed.
Department	Paediatric Surgery, Child Health Service
Date	August 2026
Salary band (indicative)ⁱ	As per ASMS SECA
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

To provide Consultant services, which facilitate the provision of appropriate high quality responsive Specialist Paediatric Surgery care to infants and children in Capital, Coast & Hutt Valley (CCHV) and at Regional Outreach Clinics.

In future to participate in a Paediatric Outreach Surgical model where children are operated on by appropriately qualified Paediatric Surgeons, and, where possible, day case surgery is provided on the Districts of domicile.

To participate in training of RMOs in Paediatric and General Surgery Training Programmes as well as trainees in Paediatrics.

To be accountable for the provision of tertiary transfer and phone advice to other Paediatric and General Surgical Services, including Trauma Care in the Central Region.

To provide input into Service planning and longer term strategic planning of Paediatric Surgical Services at CCHV District.

To provide Paediatric Surgery Services that will facilitate the provision of appropriate high quality, patient and whanau focused Paediatric Surgical Care to the patients who come under his/her care.

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 Result Area	Expected Outcomes / Performance Indicators
Clinical Responsibility	• To assess, diagnose and appropriately treat patients within the clinical setting in which the consultant is working. • To be familiar with all appropriate techniques for providing appropriate assessment, diagnosis and treatment of Paediatric Surgical Patients. • To participate in an effective "On-Call" Roster. • To consult and liaise with other Professionals involved with the patient. • To participate in the education of the patient & whanau and relevant others about his/her illness and treatment. • Obtain informed consent for proposed treatment/procedures. • To attend and actively participate in Clinical Departmental Meetings for the purpose of assessment, planning , implementing and auditing treatment & outcomes. • To provide the level of Service as specified in the yearly output targets. • To adhere to the protocols, guidelines and practice standards pertaining to the area of Clinical Practice. • To practice in a manner consistent with established Ethical Standards as provided by the Medical Council of New Zealand and RACP/RACS. • Take responsibility for supervising the work of RMOs and Medical Students where required, and for other Health Professionals involved in the management of the patient
Quality Assurance	• To maintain and demonstrate a high level of competence • To initiate and participate in audits, or of own and other Child Health Staff who work within the Service
Team Responsibility	• Provide a quality service in accordance with Child Health Service's aims and objectives and within the available resources. • Maintain transparency about patient care • Practice effective and clear hand-over where shared care is needed • Maintain a high degree of professionalism and communication

Consultation Liaison	To act as a Consultant to other Health Professionals.
Quality and Risk Management	- Establishment of C&CDHB Quality Systems within Service and a cycle of monitoring, Reporting and Improvement. - Oversight of Service specific Guidelines, Policies and Protocols
Research	Initiate and participate when appropriate in Research approved by the Board's Ethics Committee and as requested by or negotiated with the Clinical Director/Head of Department
Teaching Responsibilities	Participate in Training of accredited surgical trainees, undergraduate, Medical and Paramedical Staff
Technical outcomes / accountabilities	- Relates well to all kinds of people – up, down, and sideways, inside and outside the organisation - Builds appropriate rapport - Builds constructive and effective relationships - Uses diplomacy, tact and clear communication - Can diffuse even high-tension situations comfortably
Professional Development	- SMOs \ RMOs have agreed Development Plans. - Networks developed to learn from beyond the Service and the learning is applied. - Maintains a close link with the University of Otago to develop research opportunities and \ or shared appointments.
Te Tiriti o Waitangi	- Work in partnership with stakeholders to achieve our equity goals for Māori and ensure Te Tiriti o Waitangi obligations are adhered to - Equity outcomes are front and centre in goals, performance monitoring and plans for service and team performance - Cultural competence is grown across the team, supporting inclusion and partnership.
Occupational Health & Safety	- Safety Management - Proactive Health & Safety Systems are in place - Injury Management - reactive Safety Management Systems are in place.

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

Employees are expected to escalate matters early to ensure patient safety, service, continuity and compliance with organisational and legislative requirements.

Relationships

External	Internal
• Operations Manager(s) • RMO Unit • Other Clinical Leaders • Medical Practitioner(s) in Private Practice. • Appropriate Government Departments and Statutory Bodies. • Outreach Clinic Staff: • Hastings • Palmerston North • Whanganui • Hawkes Bay	• [Operations Manager, Child Health Service • Business Manager, Child Health • Clinical Leader, Paediatric Surgery • Theatre Staff • Medical and Nursing Staff • Other Health Professionals • Patients and their Families. • Department of • Surgery • Obstetrics & Gynaecology • Orthopaedics • Urology • Neurology • Radiology • Anaesthesia • Theatre Management • Neonatology (NICU) • Paediatrics

About you – to succeed in this role

You will have

Essential:

Knowledge, Skills & Experience:

- Possess broad experience of Paediatric Surgery and hospital based Clinical Management of Children's Health.
- Proven ability to participate in Multi-Disciplinary Team environment.

Professional Qualifications / Accreditations / Registrations:

- Applicants must be registered in New Zealand or hold qualifications entitling them to registration in New Zealand.
- Hold Fellowship of the Royal Australasian College of Surgeons (Paediatric Surgery) or an equivalent postgraduate qualification allowing vocational registration as a Specialist Paediatric Surgeon with the Medical Council of New Zealand (MCNZ) - candidate must be within 2 months of full vocational registration for paediatric surgery with MCNZ at time of commencing post

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

- Able to demonstrate a high degree of Clinical skill, in particular surgical procedural skill.
- Possess a broad experience of community and hospital based clinical management of Children's Surgical Health problems.
- Motivated to achieve high quality results.
- Commitment to cost effective and sustainable use of resources
- Placing the patient and whanau interests first
- A commitment to on-going professional and personal learning, with a high degree of commitment to the profession.
- Proven ability to participate in a Multi-Disciplinary Team environment.
- Ability to manage time effectively and meet deadlines.
- Effective listening skills, verbal, non-verbal and written communication skills.
- An ability to accept and delegate responsibility appropriately.
- A commitment to motivating and coordinating staff.

- Ability to participate in the training and development of Registrars.
- A commitment to developing an understanding of Maori aspirations, the implications of the Treaty of Waitangi and to bi-cultural practices.

Strategic Agility

- Sees ahead clearly
- Can anticipate future consequences and trends accurately
- Has broad knowledge and perspective
- Is future oriented
- Can articulately paint credible pictures and visions of possibilities and likelihoods
- Can create competitive and breakthrough strategies and plans

Total Work Systems

- Is dedicated to providing organisation or enterprise-wide common systems for designing and measuring work processes
- Seeks to reduce variances in organisational processes
- Delivers the highest quality services which meet the needs and requirements of Internal and External health service users
- Is committed to continuous improvement through empowerment and management by data
- Leverages technology to positively impact quality
- Is willing to re-engineer processes from scratch
- Is open to suggestions and experimentation
- Creates a learning environment leading to the most efficient and effective work processes

Motivating Others

- Creates a climate in which people want to do their best
- Can motivate many kinds of direct reports and team or project members
- Can assess each person's key drivers/values and use these to get the best out of him/her
- Pushes tasks and decisions down
- Empowers others
- Invites input from each person and shares ownership and visibility

- Makes each individual feel his/her work is important
- Is someone people like working for

Communication

- Practises active and attentive listening.
- Explains information and gives instructions in clear and simple terms.
- Willingly answers questions and concerns raised by others.
- Responds in a non-defensive way when asked about errors or oversights, or when own position is challenged.
- Is confident and appropriately assertive in dealing with others.
- Deals effectively with conflict.

Impersonal Savvy

- Relates well to all kinds of people – up, down, and sideways, inside and outside the Organisation
- Builds appropriate rapport
- Builds constructive and effective relationships
- Uses diplomacy and tact
- Can diffuse even high-tension situations comfortably

Integrity and Trust

- Is widely trusted
- Is seen as a direct, truthful individual
- Can present the unvarnished truth in an appropriate and helpful manner
- Keeps confidences
- Admits mistakes
- Doesn't misrepresent her/himself for personal gain

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.

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.