

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 Ethics Lead
Reports to	Clinical Director, Centre of Clinical Excellence
Location	Capital, Coast and Hutt Valley - Wellington, Lower Hutt, Porirua
Department	Centre of Clinical Excellence
Date	20-08-2026
Salary band (indicative)ⁱ	ASMS SECA
Children's Worker roleⁱⁱ	No

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 clinical ethics Lead will be the lead clinician responsible for coordinating the response to clinical ethics enquiries for Capital Coast & Hutt Valley. They are responsible for recruiting to and coordinating meetings of the Clinical Ethics Advisory Group.]

Key Result Area	Expected Outcomes / Performance Indicators
Referral Management	• Provide guidance on the referral and consultation process • Manage referrals through the dedicated ethics email address • Respond in a timely manner to referrals with either a direct response or inform referrer of the CEAG process • Stand up meetings of CEAG when required to discuss complex referrals • Coordinate and delegate to members the timely production of a clinical ethics report following CEAG discussion. • Ensure reports are saved and available as required for auditing and certification processes.
Standards Maintenance	• Undertakes the two yearly self – assessment of CEAG effectiveness as required by terms of reference

Clinical Ethics Advisory Group	Alongside Director COCE is responsible for recruiting to and maintaining suitable multidisciplinary membership of the CEAG in order to ensure effective functioning of the group
Other	Provides Clinical Ethics input / support to the COCE / CMO / District Clinical Board when required

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.

Culture and People Leadership

- 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

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

Relationships

External	Internal
• [Clinical Ethics Advisory group members • Referring clinicians • Professional leads CCHV • Regional Lead, Quality and Patient Safety •	• [Clinical Governance Coordinators • Director Centre Clinical Excellence • Executive Director Centre Clinical Excellence] •

About you – to succeed in this role

You will have

Essential:

- A practicing health professional (Doctor) with extensive ethics and clinical experience
- Be capable of recognizing and discussing moral conflicts, understanding the perspectives of all involved parties, and formulating and justifying morally acceptable solutions to conflicts
- Clinical qualification and current APC
- Evidence of training in Clinical Ethics

Desired:

- [Qualification in Clinical Ethics or Bioethics
- Experience in a healthcare setting with patient care, ethics committee education/ethics committee operations.
- Discovering the truth of things: basing decisions on evidence]

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.
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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.