

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	Occupational Therapist
Reports to	Team Leader, EIS
Location	Te Whare Tipu
Department	Early Intervention Service
Contract	Permanent, Part Time or Full Time (35-40 hours)
Children's Worker Role	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

An occupational therapist provides safe and clinically effective patient/client assessment and intervention, within a specific clinical area with a development of more in depth knowledge and skills.

About the Team / Service Location

The Early Intervention Service offers assessment and treatment to young people (13-25) presenting to mental health services with a first-time psychotic disorder. It provides a regional service across the greater Wellington Region with the main aim being to help minimise the impact of these disorders on young people's lives through the timely delivery of assessment and treatment, including intensive care management, work with whānau, and psychological, cultural, occupational and pharmacological interventions.

About you

The successful applicant will be able engage creatively with young people and their whānau. They will have excellent clinical and case management skills, including assessment and risk management skills. They will have experience of working with whānau and also of engaging in group work. They will have the ability to establish and maintain excellent working

relationships within the team, the wider mental health services, and relevant community agencies.

They will have a strong focus on functional recovery and ways to collaboratively achieve this. They will also be able to learn to deliver education and training about early intervention in psychosis, as required

Skills

- Ability to provide high quality mental health assessments and therapeutic interventions.
- Experience in risk identification and management.
- Experience of working with young people
- Experience of working with whānau and pf engaging in group work
- Understanding of and skills in culturally safe and bicultural practice
- Experience in working with neurodiversity
- Strong communication skills and the ability to work collaboratively with internal and external providers.
- Hold New Zealand registration and current practicing certificate.
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Key Result Area	Expected Outcomes / Performance Indicators
Clinical Practice	▪ Takes legal and professional responsibility for managing own caseload of clients with increasing complexity and be able to independently adapt and make decisions regarding occupational therapy intervention. ▪ Utilises information available to prioritise clients to enable appropriate allocation of referrals and workload with staff in the team. ▪ Carries out comprehensive assessment with clients (and whānau where appropriate). May include use of standardised assessments to assist in assessment and intervention planning. ▪ Formulates and delivers individualised occupational therapy intervention using comprehensive clinical reasoning skills and in depth knowledge of treatment approaches. This should, take into account the young person's own goals and those of the wider multidisciplinary team (MDT). ▪ Demonstrates effective communication, to establish a therapeutic relationship and sets expectations with clients, whānau and the MDT, inclusive of the wider health team and external agencies as appropriate. This includes relaying complex, sensitive and contentious information. ▪ Assesses the client's understanding of assessment, interventions and goals and gain informed consent for intervention, taking into account those who lack capacity (e.g. those with cognitive difficulties). ▪ Regularly reassesses and evaluates the client's progress against identified goals and adjust intervention as situations change. ▪ Refers on to other services to work with the client towards achievement of longer term goals.

	▪ Develop comprehensive discharge / transfer plans as appropriate. ▪ Carries out regular clinical risk assessments for clients on own caseload and takes action to effectively manage identified risks, seeking support where appropriate. ▪ Demonstrates provision of culturally safe and bicultural practice with patients and their whānau. ▪ Demonstrates an awareness of health inequalities, with evidence of implementing actions within own clinical practice towards reducing these for the client and/or whānau. ▪ Represents the service and / or individual clients at clinical meetings and case conferences to ensure the delivery of a coordinated multidisciplinary service and to ensure occupational therapy is integrated into the overall intervention (where appropriate) including discharge planning. ▪ Completes documentation consistent with legal and organisational requirements. Adheres to any applicable recognised best practice for occupational therapy and any relevant clinical policies and practice guidelines. ▪ Provides advice, teaching and instructions to clients, carers, relatives and other professionals to promote consistency of support being delivered. ▪ Demonstrates awareness of local, sub-regional and regional context in relation to provision of health and social support and the impact on service provision. ▪ Identifies unmet needs of clients and identifies potential solutions to address these needs. ▪ Demonstrates an understanding of the roles of the multidisciplinary team.
Teaching and Learning	• Maintains competency to practice through identification of learning needs and Continuing Competency (CPD) activities. This should comply with professional registration requirements. • Contributes to training within the team/service. • Supervises, educates and assesses the performance of occupational therapy students. • Provides interdisciplinary education in direct clinical area, or discipline specific teaching across teams. • Demonstrates the ability to critically evaluate research and apply to practice. Maintains an awareness of current developments in the clinical areas being worked in and make recommendations to changes in practice. • Be involved in the induction and training of newly appointed staff as required. Completes mandatory training as applicable for the role. • Participates in an annual performance review and associated clinical assurance activities. • Participates in regular professional supervision in line with the organisations requirements and/or professional body. • Provides mentoring and clinical support and / or professional supervision where required

Leadership and Management	• Attends and contributes to relevant department, clinical and team meetings, leading and facilitating such meetings as requested. • Assists team leaders and professional leaders in clinical assurance activities of occupational therapy staff as requested. • Directs and delegates work to allied health assistants and support staff as required in the role, ensuring that delegated tasks, documentation and communication is carried out.
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
• Referring Agencies • Family and Whānau of client • NGOs	• Team Leader • Operations Manager • Professional Leader Social Work • Cultural consultants and advisors

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| <ul style="list-style-type: none"> • Community Social Services and Agencies • PHOs • Occupational Therapy NZ | <ul style="list-style-type: none"> • Lived Experience Team, MHAIDS • MHAIDS Community Services • Inpatient Services • Multi-disciplinary team members • CRS |
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About you – to succeed in this role

You will have;

Essential:

- Registered Occupational Therapist with current annual practicing certificate.
- Previous experience in working as a social worker with mental health consumers and disability consumers in a public sector health setting would be desirable.
- Providing high quality care for the consumer.
- A commitment and understanding of the Te Tiriti o Waitangi (and application to health) and a willingness to work positively in improving outcomes for Māori.
- Working collaboratively with other clinicians.
- Ensuring that they follow through on their work.
- Delivering identified outcomes.
- Current full NZ driver's licence with ability to drive a manual and automatic car.
- Proficiency in Microsoft Office, Word, Outlook, PowerPoint, Internet resources and e-mail.
- A high standard of written and spoken English.
- Have the ability to work autonomously and also as an integral part of a dedicated, innovative and friendly multi-disciplinary team.

Desired:

- Member of Occupational Therapy New Zealand – Professional Association (desirable)
- Previous experience working with children and young people in a EI setting.

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:

- Have the ability to work autonomously and also as an integral part of a dedicated, innovative and friendly multi-disciplinary team

(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.