Health New Zealand
Te Whatu Ora

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	Advanced Pharmacist – Acute Health of Older People
Reports to	Pharmacy Clinical Team Leader
Location	Primary location Wellington Hospital, secondary location Kenepuru Hospital
Department	Pharmacy
Date	October 2026
Salary band (indicative)[i]	PSA CEA, 5.2.5 Designated Scale steps B
Children's Worker role[ii]	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

An advanced pharmacist provides safe and clinically effective patient/client assessment and intervention with demonstration of advanced knowledge and skills to manage complex presentations. This role will also have responsibility for providing clinical leadership within the team or service which assists in developing the clinical capability of others.

The Advanced Pharmacist for Acute Health of Older People (AHOP) will provide a clinical service to patients under the AHOP service. The role will include ensuring the provision of the agreed levels of pharmaceutical care to identified patients in order to achieve the safe, effective and economic use of pharmaceuticals within limits of resources.

Although the role has no direct reports it is expected that the person supervises the activities of Foundation Pharmacist, interns/trainees and other staff. They may have delegated staff management tasks.

Key Result Area	Expected Outcomes / Performance Indicators
Clinical & Technical Practice	• Takes responsibility for providing day to day clinical leadership in the Acute Health of Older People service including providing clinical advice, support and guidance to others. • Provides pharmacy services in a manner consistent with legislation, code of ethics, policy and procedures.

	• Demonstrates individual responsibility and maintains accountability for own work and performance. • Demonstrates advanced knowledge in area(s) of practice. • Provides detailed knowledge, advice and recommendations for pharmacy staff and other healthcare professionals to support identifying and resolving complex medication related problems to optimise medicines use. • Integrated into the multidisciplinary team within area of responsibility. • Provides advice, teaching and instructions to patients, carers and relatives to positively influence medication related behaviours. • Answers complex clinical questions from prescribers, liaising with colleagues if outside area of experience. • Leads clinical practice through alignment with recognised best practice and relevant clinical policies and practice guidelines. • Raises concerns to pharmacy clinical leader (or delegated person) regarding medication safety matters/risks (e.g. clinical decision making of senior healthcare professionals). • Role models effective communication to establish therapeutic relationships and set expectations with patients/clients, whānau, the multidisciplinary and wider health teams. This includes relaying complex, sensitive and contentious information. • Demonstrates excellent communication skills e.g. providing tailored/patient focused information, writing guidelines/reports, and giving structured presentations. • Demonstrates provision of and support others with culturally safe / bicultural practice with patients/clients and their whānau. • Demonstrates an awareness of health inequalities, with evidence of implementing actions within practice and identifying solutions for wider service delivery that contribute towards reducing inequalities for patients/clients and/or whānau. • Demonstrates an awareness of health inequalities, with evidence of implementing actions within practice and identifying solutions for wider service delivery that contribute towards reducing inequalities for patients/clients and/or whānau. • Completes key performance indicators and interventions consistent with legal and organisational requirements. • Keeps accurate and complete records consistent with legislation, policies and procedures. • Demonstrates understanding of local, sub-regional and regional services (e.g. other central region District pharmacy services, primary care services) to enable an understanding of the wider pharmacy service provision for supporting patient care across the health continuum. This includes understanding of wider health system funding for pharmaceuticals.

Teaching and Learning	• Takes responsibility for maintaining own competency to practice through identification of learning needs and Continuing Competency (CPD) activities. This should comply with professional registration requirements.
	• Leads and fosters a learning environment for staff including;
	  ○ Training of other pharmacy staff e.g. acting as preceptor, mentor or assessor.
	  ○ Assessing performance & learning needs of others.
	  ○ Teaching and participating in the running of training relevant to area of clinical practice, this may include training for other health professionals, e.g. senior medical staff.
	  ○ Participates in induction and training of newly appointed staff as required.
	• Provides critical analysis and integration of current research outcomes and relevant literature in order to maintain advanced levels of knowledge and practice. Demonstrates application of this knowledge in practice.
	• Maintains an awareness of current developments in relevant clinical areas.
	• Completes core training as applicable for the role.
	• Participates in an annual performance review and associated clinical assurance activities.

Leadership & Management	• Provides leadership for a positive team culture. • Represents the service and / or individual patients/clients at clinical meetings and case conferences to ensure the delivery of a coordinated multidisciplinary service and to ensure medication needs are integrated into the overall treatment programme (where appropriate) including discharge planning. • Represents department/profession at local level as required e.g. organisational committees. • Attends and actively contributes to all relevant department, clinical and team meetings, leading and facilitating such meetings as required. • Assists team leader in clinical assurance activities of pharmacy staff as requested. • Able to intervene and resolve minor team conflict and issues. • Demonstrates a constructive approach to conflict resolution and is able to deal with professionals that challenge advice and facilitate an acceptable outcome. • Provides reports to team leader in relation to area of practice, as requested. • Is involved in recruitment and selection processes as requested by team leader.
Service Improvement & Research	• Deals with complex situations requiring investigation, analysis, interpretation and comparison of a range of options in consultation with more senior colleagues. • Proactive in promoting patient safety, quality and safe medicines management. • Understands & contributes to pharmacy service vision and service planning.

	• Has an awareness of national and regional healthcare policies and can relate to own practice. • Works with other pharmacy staff and services to develop, implement and review guidelines and policies relevant to the service. • Monitors and reports on medication usage, resource utilisation and expenditure within own area. • Takes the lead on development of quality improvement activities and/or research projects to develop and improve service delivery, clinical practice or professional standards. This may include care pathways / treatment protocols, standards of practice etc. • Actively participates in national, regional and sub-regional working groups / clinical networks as needed, to identify and implement innovative practice and or service improvements as appropriate. • Establishes and maintains active working partnerships with local services and organisations to promote integrated working that improves the outcomes and experience of patient/clients. • Practises in a way that utilises resources (including staffing) in the most sustainable and cost effective manner. • Awareness of and complies with all legislative, contractual and employment requirements as applicable to the role (e.g. Privacy Act 1993, Vulnerable Children's Act 2014, Health & Safety at Work Act 2015, ACC service specifications etc.) • Has read and understood the Health & Safety policy and procedures. • Actively supports and complies with health and safety policy and procedures including; o Use of protective clothing and equipment as required o Ensures safe handling, storage and disposal of potentially hazardous substances o Active participation in hazard management and identification process o Proactive reporting and remedying of any unsafe work condition, accident or injury o Identifies risks and notifies the manager of these in a timely manner o Actively contributes to risk minimisation activities within the service

• Works in other areas identified or following a reasonable request in order to support the organisation in managing safe patient/client care and maintaining service delivery.

• Participates in the Saturday roster, Public holiday roster cover and on-call roster as provided by the specified Pharmacy Department.

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
• RMOs • SMOs • District Medicines Committee • Charge Nurse Managers • Specialist Nurses • Nursing Staff • Allied Health Staff • NZ Hospital Pharmacy Association & SIG groups • Pharmacy Council • Pharmaceutical Society of NZ • Patients and caregivers •	• Foundation Pharmacists • Medicines Information Pharmacists • Medication Safety Pharmacist • Advanced Pharmacists • Expert Pharmacists • Pharmacy Technicians • Pharmacy Interns • Pharmacy Assistants • Department PA • Team Leaders • Service Manager

About you – to succeed in this role

You will have

Essential:

- NZ Registered Pharmacist with current annual practicing certificate.
- Expectation of at least 5 years of clinical practice
- Previous hospital experience
- Clinical experience and knowledge relevant to area of service.
- A commitment and understanding of the Treaty of Waitangi (and application to health) and a willingness to work positively in improving health outcomes for Maori.

Desirable

- Member of New Zealand Hospital Pharmacy Association and/or Pharmaceutical Society
- Relevant post graduate qualification, or working towards this

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.