



Position Description

Position Title	Health and Well-being Nurse
Date	April 2024
Approved by	CEO - Tuwharetoa Health Charitable Trust
Position holder	TBC
Reports to	Team Lead for day-to-day matters. Overall, to the Whanau Engagement Manager.
Purpose of the position	<p>The Health and Well-being Nurse</p> <ul style="list-style-type: none"> <input type="checkbox"/> is responsible for the provision of a mobile nursing service that will primarily focus on those with diabetes, cardiovascular and respiratory disease in the Taupo District. <input type="checkbox"/> will work in a manner that reflects the policies and procedures of the organisation and role model best practice. <input type="checkbox"/> works alongside clients and significant others to improve health outcomes.

Working Relationships	
Internal – Tuwharetoa Health	External
<ul style="list-style-type: none"> ▪ Whanau Engagement Manager and team ▪ Chief Executive Officer (CEO) ▪ Chief Operating Officer (COO) ▪ Financial Controller and team ▪ Head of Data Science and IT team ▪ Operations Manager and team ▪ Pou Herenga / Te Tira Atamai Manager and team ▪ Whanau, Pēpi and Tamariki Manager and team ▪ Executive Management Team (EMT) ▪ Trustees 	<p>Staff from [for example]</p> <ul style="list-style-type: none"> ▪ General Practice ▪ Pinnacle Midland Health Network ▪ Te Whata Ora Lakes staff including Rotorua and Taupo Hospitals ▪ Lakes Dementia Service ▪ Smokefree services ▪ Social and educational services ▪ Crown Agencies

Standard Expectations, Attributes, Knowledge, and Skills
Analytical Thinking and Problem Solving: Ability to both identify problems and use information to resolve them.
Communication: Ability to clearly convey thoughts, both verbally and in writing, and to listen to and understands others.
Confidentiality: Ability to maintain privacy and confidentiality in line with the Privacy Act (2020) and the Health Information Privacy Code (2020).
Continuous Improvement: Ability to understand and implement a continuous improvement process in respect of one's own performance, and the organisation's processes and services.
Cultural Appropriateness: Ability to provide culturally appropriate support to a wide range of clients. Knowledge and experience in Ngati Tuwharetoa Tikanga and Kawa is desirable.
Cultural Development: Commitment to attending and actively participating in quarterly All Team Hui / Noho Marae.
Health and Safety: Ability to work responsibly under the Health & Safety at Work Act 2015.
Policies: Ability to become familiar with, and work in line with Tuwharetoa Health's policies.
Relationship Development: Ability to build and sustain effective relationships both internally and externally.
Self-Management: Ability to work autonomously and flexibly to achieve the purpose of the position and the goals of the organisation.
Teamwork: Ability to work with others to achieve goals.
Te Tiriti o Waitangi: Knowledge of the principles of Te Tiriti and how these relate to the development of specific initiatives for Maori.
Values: Ability to conduct themselves in line with Tuwharetoa Health's principles and values of Whanaungatanga (Spirit of Family), Manaakitanga (Spirit of Support) and Huhuatanga (Spirit of Service Excellence).
Current Full New Zealand Driver License is essential.

Position Specific Qualifications, Skills, and Experience	
Qualifications	<p>Registered Nurse with at least two years clinical experience.</p> <p>Primary/community health care experience in a clinical role preferred.</p> <p>Post graduate studies in community/primary/chronic conditions highly desirable.</p>
Knowledge, skills, and experience	<p>Clinical knowledge of long-term conditions nursing management.</p> <p>Experience and skill working with whanau Maori.</p> <p>Experience in developing, facilitating, and providing client and whānau education.</p> <p>Customer service and the ability to engage client and whānau groups.</p> <p>Experience working with whānau, community groups, organisations and/or consumer groups.</p> <p>Demonstrated knowledge of New Zealand health sector trends and development.</p> <p>Previous community health experience an advantage.</p> <p>Intermediate level knowledge of computers with experience using Microsoft Office and databases.</p> <p>Experience in using electronic Patient Management Systems.</p>

Main Responsibilities
Provide clinical expertise focused on long-term health conditions management to support clients and their whanau.
Provide and/or facilitate appropriate education to support the client and their whanau toward self-management of their health.
Establish and maintain effective working relationships with general practice and other health and social service providers to ensure continuity of client care.
Act as a clinical resource to other services involved with clients and whanau.
Promote the service positively within the whānau, hapu, and iwi.
Contribute to the team as a capable, confident, and motivated member.
Reporting

Role Delegations
Financial (limits/mandates etc.) - Nil
Staffing – Nil

Key Accountabilities	
Main Responsibilities	How it is achieved
Provide clinical expertise focused on long-term health conditions management to support clients and their whanau.	<ul style="list-style-type: none"> <input type="checkbox"/> Demonstrate advanced clinical knowledge and skills to support clients and whanau to manage their long-term health conditions. <input type="checkbox"/> Role model excellence in nursing practice. <input type="checkbox"/> Provide nursing services in the environment most appropriate for the client and their whanau, including at their home, in a clinic, or in other settings. <input type="checkbox"/> Ensure resources and equipment are available to provide an appropriate level of community-based nursing care. <input type="checkbox"/> Work in line with Tuwharetoa Health policies in the handling of inward referrals, enrolment, assessment, hauora care planning, outward referrals, documentation, and client discharge planning. <input type="checkbox"/> Develop and maintain effective therapeutic relationships with clients and whanau. <input type="checkbox"/> Be familiar with and use self-management approaches to health planning and service delivery. <input type="checkbox"/> Advocate for client and whanau during episodes of acute care as necessary. <input type="checkbox"/> Identify and implement strategies to monitor and ensure follow-up for at risk clients and whanau, in consultation with general practice. <input type="checkbox"/> Assist as necessary with interdisciplinary decision-making and problem solving in relation to planning, implementing, and evaluating care. <input type="checkbox"/> Collaborate with colleagues, Team Lead and Service Manager in the development and implementation of a long-term condition's framework for Tūwharetoa Health <input type="checkbox"/> Participate in ongoing quality improvement processes to ensure maintenance of standards and to identify areas for improvement.
Provide and/or facilitate appropriate education to support the client and their whanau toward self-management of their health.	<ul style="list-style-type: none"> <input type="checkbox"/> Access established health promotion and health education programmes for clients and whanau. <input type="checkbox"/> Establish and implement approaches that enhance client outcomes.

Key Accountabilities	
Main Responsibilities	How it is achieved
Establish and maintain effective working relationships with general practice and other health and social service providers to ensure continuity of client care.	<ul style="list-style-type: none"> <input type="checkbox"/> Establish and maintain effective communication with general practice and other community providers to co-ordinate care and services. <input type="checkbox"/> Attend relevant inter/multi-disciplinary meetings to support coordinated care and services to clients. <input type="checkbox"/> Attend relevant nursing network meetings in discussion with Team Lead / Manager. <input type="checkbox"/> Participate in relevant joint initiatives with Te Whata Ora Lakes, other providers, and community groups in discussion with Team Lead / Manager.
Act as a clinical resource to other services involved with clients and whanau.	<ul style="list-style-type: none"> <input type="checkbox"/> Work to ensure nursing expertise is visible and valued within the team and the wider community. <input type="checkbox"/> Be available as a resource to other staff in matters relating to long-term conditions management.
Contribute to the team as a capable, confident, and motivated member.	<ul style="list-style-type: none"> <input type="checkbox"/> Take personal responsibility for professional development, with a focus on long-term conditions. <input type="checkbox"/> Maintain open communication with Team Lead and Service Manager. <input type="checkbox"/> Contribute to meeting team goals and objectives. <input type="checkbox"/> Attend internal team meetings as required. <input type="checkbox"/> Participate in case and peer review activities. <input type="checkbox"/> Performance appraisal completed as required by Tuwharetoa Health policy.
Reporting	<ul style="list-style-type: none"> <input type="checkbox"/> Monthly service reports to the Leadership Team. <input type="checkbox"/> Quarterly or six-monthly reports to the funder as per contract. <input type="checkbox"/> All reporting is directed to the Team Leader or Service Manager.