

 HAWKE'S BAY District Health Board Whakawāteapia	POSITION TITLE	Clinical Nurse Coordinator Gateway		
	DIRECTORATE	Whānau and Communities Group	DEPARTMENT	Child Development Unit
	REPORTING TO (operationally)	Team Leader Child Development Service	REPORTING TO (professionally)	Director of Nursing
DIRECTORATE RESPONSIBILITIES & DIRECT REPORTS	This role is incorporated in the Child Development team – providing the Gateway Contract in the Hawkes Bay District Health Board (HBDHB) Staff reporting (direct & indirect) - Nil			
PURPOSE OF THE POSITION	A Gateway Health Assessment is a multi-agency approach that identifies any health and education needs for children and young persons in the care of Oranga Tamariki. Its purpose is to identify any outstanding health and educational needs for children and young people and provide recommendations in consultation with whānau and the wider multidisciplinary team .			
KEY DELIVERABLES	Provision of a comprehensive Gateway assessment that will: <ul style="list-style-type: none"> Identify the health and education needs of the child or young person in the care of Oranga Tamariki. Coordinate the multidisciplinary team and ensure any identified needs / recommendations are shared and followed up by the appropriate party. Responsible for ensuring any identified needs / recommendations are completed at three months and follow up as required Facilitate access / referrals to appropriate services in health Liaise with education stakeholders to promote better outcomes Help children and young people and whanau develop the knowledge, skills and confidence they need to adopt healthy behaviors Identify the skills and training that the caregiver may require to address the needs of the child or young person Collate and share reports and recommendations for the child or young person in a timely way 			
HEALTH & SAFETY RESPONSIBILITIES	HBDHB is committed to maintaining and promoting the health & safety of all its staff, contractors, volunteers and patients. In this role, your duties are: <ul style="list-style-type: none"> Not to do anything that puts your own H&S at risk Not to do anything that puts others H&S at risk To follow all health and safety policies and procedures To follow all reasonable health and safety instructions (You have the right to cease work if you believe that you, or others, are at risk of serious harm).			
KEY WORKING RELATIONSHIPS	INTERNAL <ul style="list-style-type: none"> Child Development service team Child Health Team CWC Directorate Leadership team Paediatric medical and nursing team Director of Nursing Associate Director of Nursing Chief Nursing Officer 	EXTERNAL <ul style="list-style-type: none"> Families/whanau and caregivers Gateway service in other DHBs Social services Oranga Tamariki Education Services Primary Care providers Non-Government Organisations Government social support organisations (HNZC, MSD) 		
DELEGATION AND DECISION	Maintains relationships with internal and external stakeholders.			
HOURS OF WORK	48 hours per fortnight,			
EMPLOYMENT AGREEMENT & SALARY	In accordance with the DHB's / NZNO Nursing & Midwifery Multi Employer Collective Agreement (MECA) Designated Senior Nurse Grade 3 according to qualifications and experience pro rata for hours worked.			
DATE	April 2022			

ESSENTIAL CRITERIA

Qualifications

- Current registration with Nursing Council of New Zealand as a Registered Nurse.
- Post graduate qualification in nursing/health with ongoing tertiary study plans

Experience

- At least 3 years clinical experience,
- Sound clinical knowledge with Paediatric experience
- Experience in working with children, youth and their whanau
- Experience in working and networking within the community
- Evidence of maintaining proficient level (as a minimum) and working toward 'expert' level on the Nursing Professional Development & Recognition Programme.

Business / Technical Skills

- Strong computer literacy skills
- Strong co-ordination and administration skills
- Has a sound knowledge of IT programmes e.g. word, excel, power point etc.

Key Attributes

- Compassion and empathy for complex and vulnerable tamariki and their whanau
- Excellent organisational and communication skills
- Ability to work autonomously.
- Enthusiasm, initiative, innovativeness and a high degree of flexibility.
- Ability to work effectively and independently as well as be part of a multidisciplinary team

Effectively Engaging with Māori

- Demonstrates knowledge and understanding of local tikanga and Māori culture sufficiently to be able to respond appropriately to Māori
- Is visible, welcoming and accessible to Māori consumers and their whānau
- Actively engages in respectful relationships with Māori consumers and whānau and the Māori community
- Actively seeks ways to work with Māori consumers and whānau to maximise Māori experience
- Where appropriate actively facilitates the participation of whānau in the care and support of their whānau member

Physical requirements for role

Able to kneel

Able to get 1 knee up on bed

Able to squat

Able to raise arms above head

Able to reach arms out in front

Able to walk up 2 flights of stairs without stopping

Able to do at least 3 half press ups (i.e. on knees)

Vaccination status for role

Vaccinations as per the current employee immunisation policy including annual influenza vaccination and COVID 19 vaccinations

DESIRABLE CRITERIA

Experience

- Experience in leadership roles



Our Vision and Values

Te hauora o te Matau-ā-Māui: Healthy Hawke's Bay

Excellent health services working in partnership to improve the health and wellbeing of our people and to reduce health inequities within our community.



HE KAUANUANU RESPECT
Showing **respect** for each other, our staff, patients and consumers. This means I actively seek to understand what matters to you.

ĀKINA IMPROVEMENT
Continuous **improvement** in everything we do. This means that I actively seek to improve my service.

RARANGATE TIRA PARTNERSHIP
Working together in **partnership** across the community. This means I will work with you and your whānau on what matters to you.

TAUWHIRO CARE
Delivering high quality **care** to patients and consumers. This means I show empathy and treat you with care, compassion and dignity.