

Position Description | Te whakaturanga ō mahi Health New Zealand | Te Whatu Ora

Title	Obstetrics & Gynaecology Consultant
Reports to	Operations Manager – Women and Children- Specialist and Community Services
Location	Hawke's Bay Fallen Soldiers' Memorial Hospital
Department	Obstetrics and Gynaecology
Total FTE	0.85
Date	June 2025
Job band	In accordance with the Senior Medical and Dental Officers Multi Employer Collective Agreement (MECA) Step 1 to Step 15 gross per annum (pro-rated if worked part-time) according to qualifications and experience

The Health System in Aotearoa is entering a period of transformation as we implement the Pae Ora/Healthy Futures vision of a reformed system where people live longer in good health, have improved quality of life, and there is equity between all groups.

We want to build a healthcare system that works collectively and cohesively around a shared set of values and a culture that enables everyone to bring their best to work and feel proud when they go home to their whānau, friends and community. The reforms are expected to achieve five system shifts. These are:

1. The health system will reinforce Te Tiriti principles and obligations.
2. All people will be able to access a comprehensive range of support in their local communities to help them stay well.
3. Everyone will have equal access to high quality emergency and specialist care when they need it.
4. Digital services will provide more people the care they need in their homes and communities.
5. Health and care workers will be valued and well-trained for the future health system.

Te Mauri o Rongo – The New Zealand Health Charter

The foundation for how we ensure our people are empowered, safe and supported while working to deliver a successful healthcare system, is Te Mauri o Rongo – the New Zealand Health Charter. It guides all of us as we work towards a healthcare system that is more responsive to the needs of, and accessible to all people in Aotearoa New Zealand.

It applies to everyone in our organisation and sits alongside our code of conduct as our guiding document.

Te Mauri o Rongo consists of four pou (pillars) within it, including:

Wairuatanga – working with heart, the strong sense of purpose and commitment to service

Rangatiratanga – as organisations we support our people to lead. We will know our people; we will grow those around us and be accountable with them in contributing to Pae Ora for all.

Whanaungatanga – we are a team, and together a team of teams. Regardless of our role, we work together for a common purpose. We look out for each other and keep each other safe.

Te Korowai Āhuru – a cloak which seeks to provide safety and comfort to the workforce.

These values underpin how we relate to each other as we serve our whānau and communities.

Together we will do this by:

- caring for the people
- recognising, supporting and valuing our people and the work we all do
- working together to design and deliver services, and
- defining the competencies and behaviours we expect from everyone.

About the role

The primary purpose of the role is to:

- To provide effective and efficient Obstetric and Gynaecological services in accordance with the standards of the Royal Australia New Zealand College of Obstetrics and Gynaecology to the community served by Te Whatu Ora Hawke's Bay
- To provide appropriate and timely information and advice on obstetrics and gynaecology matters and professional standards to:
 - the COO, Clinical Directors, Service Directors and Chief Executive
 - Other specialists, midwives/nurses and general practitioners
- To participate in the policy, planning and evaluation activities of the obstetric and gynaecological services
- To instruct, monitor and supervise junior medical officers
- To ensure and prioritise a focus on patient safety and quality relating to care and processes within the Maternity Service
- Delivery of organisational KPI's including relevant MOH target, financial budgets and service plans
- To recognise and support the delivery of the Hawke's Bay Health sector vision

Key Result Area	Expected Outcomes / Performance Indicators
Clinical Duties	<ul style="list-style-type: none"> • To provide a specialist service in obstetrics and gynaecology in all hospitals and departments of the organisation by mutual agreement in accordance with the employment contract • To co-operate with other clinical staff to ensure the effective and efficient delivery of care to women.

Clinics	<ul style="list-style-type: none"> • To provide general obstetric and gynaecological clinics • Clinics with an agreed mix of new to follow up ratio is delivered as per schedule • Colposcopy clinics to alternate with Gynaecology clinics unless by prior arrangement • Patients are accepted on to the first specialist assessment treatment list based on accepted treatment list criteria • Referrals considered insufficient or inappropriate of low priority are returned to the GP with appropriate information • Patients who are referred on to inpatient treatment lists meet certainty criteria or referred back to GPs • Equity of access minimising disparities for treatment list management
Ward Consultations and Referrals	<ul style="list-style-type: none"> • To be available for consultation and advice arising from referrals by other consultants • To be available to do rounds of the inpatient areas when on duty Monday to Friday and at weekends
Surgery/Theatre	<ul style="list-style-type: none"> • To carry out contracted and/or elective surgery, the number of lists and/or operations as defined in the programme of work – average case weights per session as agreed by the department • Elective cases are prioritised as per the elective booking system process and patients are treated in order of clinical need • Acute cases are prioritised according to clinical need
Management of Acute Patients	<ul style="list-style-type: none"> • Provide a consultant lead acute call service. This includes: the coordination of acute care during working hours, direct management of acute problems or the supervision of registrars if appropriate • Is available to medical and nursing staff for advice, support and supervision of any urgent patient problems during normal business hours and when on-call, including returning to the workplace when requested as appropriate • When on acute duty and away from the hospital, the Duty Consultant is required to remain immediately contactable and available to attend the hospital within 20 minutes • Be available for telephone consults • Provide acute call cover for other Obstetricians/Gynaecologists as appropriate and agreed • Attendance to acutely ill patients is timely and appropriate • An appropriate number of ward rounds are conducted each week including a ward round after an operating day and after the day of acute admitting
Administrative and Other Duties	<ul style="list-style-type: none"> • To undertake the customary administrative activities of a specialist • To ensure that adequate medical records are maintained and referring primary providers receive appropriate and timely written information on the progress and treatment of their patients. Records will be comprehensive and accurate

	<ul style="list-style-type: none"> • To comply with legislation relating to the privacy of health information • To work in a safe manner and support and endorse risk management responsibilities and initiatives • Active involvement in development of hospital policies, guidelines & protocols in both Gynaecology and Obstetrics • Participate in referral guidelines for primary care
Teaching Responsibilities	<ul style="list-style-type: none"> • To instruct, guide and supervise the work of junior staff in the gynaecological and maternity services, including Registrars and House Surgeons.
Service Planning, Budgeting and Management	<ul style="list-style-type: none"> • Overall forward planning and budgeting of the surgical and maternity services will be conducted as a collaborative operation with medical staff, midwifery leaders and the employing managers • Surgical and maternity service business plans, service budgets and capital budgets and service priorities shall be prepared with the involvement of the specialists as required • Budget estimates will reflect the availability of resources • Each obstetrician/gynaecologist shall contribute in part to management of the service and work together to achieve an effective maternity and medical/surgical division • To provide assistance and advice to other organisational activities when requested, and to participate in medical staff and other committees as may be required and agreed from time to time
Te Tiriti o Waitangi	<ul style="list-style-type: none"> • Remains focused on the pursuit of Māori health gain as well as achieving equitable health outcomes for Māori. • Supports tangata whenua- and mana whenua-led change to deliver mana motuhake and Māori self-determination in the design, delivery and monitoring of health care. • Actively supports kaimahi Māori by improving attraction, recruitment, retention, development, and leadership. • Prioritises developing individuals and the team so Health New Zealand has enough of the right skills for the future, supporting diversity of leadership to develop – Māori, Pacific, people with disabilities and others.
Equity	<ul style="list-style-type: none"> • Commits to helping all people achieve equitable health outcomes. • Demonstrates awareness of colonisation and power relationships. • Demonstrates critical consciousness and on-going self-reflection and self-awareness in terms of the impact of their own culture on interactions and service delivery. • Shows a willingness to personally take a stand for equity. • Supports Māori-led and Pacific-led responses.
Innovation & Improvement	<ul style="list-style-type: none"> • Is open to new ideas and create a culture where individuals at all levels bring their ideas on how to 'do it better' to the table. • Models an agile approach –tries new approaches, learns quickly, adapts fast.

	<ul style="list-style-type: none"> • Develops and maintains appropriate external networks to support current knowledge of leading practices.
Collaboration and Relationship Management	<ul style="list-style-type: none"> • Models good team player behaviour, working with colleagues to not allow silo thinking and behaviour at decision making level to get in the way of doing our best and collegially supports others to do the same. • Works with peers in Hauora Māori Service and Pacific Health Business Unit to ensure the voice of and direct aspirations of Māori and Pacific People are reflected in planning and delivery of services.
Health & safety	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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.

Relationships

External	Internal
<ul style="list-style-type: none"> • Health Hawke's Bay (PHO) • Primary Care Organisations • Nursing Council of New Zealand • Midwifery Council of NZ • New Zealand Nurses Organisation (NZNO) • Clinical Advisory Board • General Public • RANZCOG • NZ College of Midwives • NZ Medical Council 	<ul style="list-style-type: none"> • Medical/Surgical Heads of Department • DRS Unit • Service/Medical/Surgical Directors • Nurse Directors • Chief Midwife • O&G Team • Service Directorate PA & Team Secretary • Midwife and Nurse Practitioners • Clinical Nurse Managers • Clinical Midwife Managers • Clinical Nurse/Midwife Educators, Coordinators and Specialists • Quality & Safety Team • Learning & Development • Clients/Customers/Patients/Whānau

About you – to succeed in this role

**You will have:
Essential:**

- Registered medical practitioner by the Medical Council of New Zealand (MCNZ)
- Must have, or be able to gain, vocational registration as an obstetrician/gynaecologist in New Zealand
- Certified Colposcopist
- Experience as a Senior registrar as a minimum (FRANZCOG Specialist Training)
- Meets English language requirements of MCNZ
- Computer literate and able to type clinical and non-clinical records
- Willing and able to use electronic and paper based clinical record keeping
- Actively supports the New Zealand model of autonomous midwifery practice
- Proven ability to build effective and positive relationships
- Superior communication skills, written and oral
- Excellent interpersonal skills with ability to work with patients in a multicultural and multidisciplinary setting.
- Demonstrate leadership as a behaviour
- Able to establish and maintain constructive relationships
- Able to demonstrate professional confidence
- Credibility and integrity (embraces professionalism and ethical practice)
- Ability to grasp implications of a situation quickly

Desired:

- Ability to use clinical information systems such as PAS, Clinical Portal, Colposcopy database, BadgerNet Maternity, Dragon

**You will be able to:
Essential:**

- Maximise the quality and contributions of individuals and teams to achieve the organisation's vision, purpose and goals.
- Establish and maintain positive working relationships with people at all levels within the public and private sectors, related industry and community interest groups and the wider national and international communities.
- Demonstrate a strong drive to deliver and take personal responsibility.
- Demonstrate self-awareness of your impact on people and invests in your own leadership practice to continuously grow and improve.
- Demonstrate the highest standards of personal, professional and institutional behaviour through commitment, loyalty and integrity

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.