

Title	Āpiha Hauora Pāpori / Health Protection Officer
Reports To	Team Leader: Compliance and Health Protection
Location	Te Matau a Māui Hawke's Bay
Business Group	Te Ikaroa Central Region
Employment Agreement	In accordance with the Allied, Public Health, Scientific & Technical Multi Employer Collective Agreement (MECA) according to qualifications and experience
About the Role	<p>Āpiha Hauora Pāpori/Health Protection Officers hold responsibility for monitoring, compliance, operational policy implementation and providing evidence-based advice and information. An Āpiha Hauora Pāpori/Health Protection Officer's work involves identifying and managing public health risks, including risk communication.</p> <ul style="list-style-type: none"> • Health Protection Officers work to improve, promote and protect the health of our population in the communities we serve with a focus on equity and Hauora Māori. • Priorities and service delivery will be based on the needs of the community, alongside National Public Health Service and Te Whatu Ora priority areas. Health Protection activities will be underpinned by Te Tiriti o Waitangi, National public health programmes including compliance and enforcement (as strategies within the Ottawa Charter) and Te Pae Mahutonga. • Āpiha Hauora Pāpori/Health Protection Officers will use the principles of Te Mauri O Rongo and the Ottawa Charter, health impact assessment frameworks and collaborative partnership approaches when undertaking all work programmes. • Āpiha Hauora Pāpori/Health Protection Officers have a regulatory role and undertake education, compliance and enforcement activities when required. • This role will work collaboratively with all key stakeholders in a way that is consistent with Te Whatu Ora's vision and values. This way of working will ultimately benefit all our communities and contribute to improving population health outcomes. • Āpiha Hauora Pāpori/Health Protection Officers work in three key areas: environmental health (including environmental determinants of health, natural environments, hazardous substances, services & products, emergency management and urban development and the built environment), communicable disease surveillance and investigation; and border health protection (including surveillance, health clearances, quarantine, and exotic organisms or vectors of public health significance). • Health protection encompasses anything that could potentially affect the health of a population such as communicable diseases, pests and medical vectors, hazardous substances and products, radiation and non-ionising fields, air quality, contaminated land, and recreational water quality, sewage and solid waste management (as examples). • Āpiha Hauora Pāpori/Health Protection Officers are expected to participate in an on-call roster, • The position description may be varied from time to time, to reflect that roles may evolve over time and/or to reflect the changing requirements of the organisation. Your input will be sought prior to making any changes to your position description.
Organisational Impact	The primary organisational impact of the position is to design, deliver and evaluate collaborative health protection activities that give effect to Pae Ora.
National Public Health Service	<p>Our purpose is: Manaakitia ngā whanau me ngā hapori , ko te pae ora te take matua - Enable whānau and communities to lead lives of wellness</p> <ul style="list-style-type: none"> • We deliver national, regional, and local equity led public health services, underpinned by Te Tiriti, to achieve pae ora/healthy futures. • In honouring Te Tiriti o Waitangi, we create an environment for mana whakahaere, mana motuhake, mana tāngata and mana Māori. • Our workforce reflects the diversity of people across Aotearoa so whoever they are and wherever they are, they can see themselves. • Through mahi tahi, our highly trained, trusted, competent, culturally safe, and knowledgeable kaimahi support mauri ora, whānau ora and waiora.

	<ul style="list-style-type: none"> • Our kotahitanga/unity with community providers and trusted partners across sectors enables a holistic hauora model encompassing all the determinants of health. • Together we are bold in challenging the status quo; supported and empowered to be creative, innovative, flexible and adaptative in how we work. • We anticipate, predict, identify, and address issues, embrace opportunities, and continually improve delivery of health protection, prevention, and promotion services. 												
Te Mauri o Rongo – The New Zealand Health Charter	<p>Te Mauri o Rongo provides common values, principles, and behaviours through four Pou, to guide health entities and their workers, enabling a cultural transformation of the health sector. Te Mauri o Rongo fundamentally upholds a key system shift of the New Zealand health reforms to reinforce and embrace Te Tiriti and our obligations to it.</p> <p>The pou are a platform and a foundation to empower a culture transformation, every person is guided to align themselves to the pou and enact the values and behaviours that the pou represents. Employers and employees are expected to uphold Te Mauri o Rongo in their work and environments as part of our commitment to achieving Pae Ora (healthy futures) for all.</p> <table border="1"> <tr> <td>Wairuatanga</td> <td>The ability to work with heart/spirituality</td> <td><i>“When we come to work, we are able and supported by others to be our whole selves. When we return home, we are fulfilled”.</i></td> </tr> <tr> <td>Rangatiratanga</td> <td>Ensuring that the health system has leaders at all levels who are here to serve</td> <td><i>“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”</i></td> </tr> <tr> <td>Whanaungatanga</td> <td>We are a team, and together a team of teams</td> <td><i>“Regardless of our role, we work together for a common purpose. We look out for each other and keep each other safe. Together we are whānau, we are the workforce - kaimahi hauora”</i></td> </tr> <tr> <td>Te Korowai Manaaki</td> <td>Seeks to embrace and protect the workforce</td> <td><i>“The wearer of the cloak has responsibility to act/embody those values and behaviours”</i></td> </tr> </table>	Wairuatanga	The ability to work with heart/spirituality	<i>“When we come to work, we are able and supported by others to be our whole selves. When we return home, we are fulfilled”.</i>	Rangatiratanga	Ensuring that the health system has leaders at all levels who are here to serve	<i>“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”</i>	Whanaungatanga	We are a team, and together a team of teams	<i>“Regardless of our role, we work together for a common purpose. We look out for each other and keep each other safe. Together we are whānau, we are the workforce - kaimahi hauora”</i>	Te Korowai Manaaki	Seeks to embrace and protect the workforce	<i>“The wearer of the cloak has responsibility to act/embody those values and behaviours”</i>
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Key Result Areas	Expected Outcomes (Role specific)
Public Health Practice	<ul style="list-style-type: none"> • Carry out investigations under public health legislation and carry out education, compliance and enforcement activities where necessary. • Ensure projects and activities are well planned, implemented and evaluated and support equitable outcomes. • Ensure projects and activities reflect a collaborative and community development approach that support Māori and contribute to equity of outcomes. • Demonstrate respect, empathy, understanding and interest in clients and stakeholders. • Provide practical support for other team members to facilitate client goals.
Emergency Management	<ul style="list-style-type: none"> • Completes required tasks, including surge capacity tasks as part of emergency responses. • Support the systems and processes required in an outbreak or incident. • At times, all staff may be expected to respond and return to work to assist in an emergency to: <ul style="list-style-type: none"> • Protect the health of the affected population • Contribute to the development and implementation of emergency and pandemic incident response plans • Enable the provision of business continuity of the service • Participate in rosters to ensure work coverage during response & emergency events
Achieving equity for Pae Ora	<ul style="list-style-type: none"> • Works collaboratively with team members and across sectors, to collectively contribute to the strategic health outcomes outlined in the Pae Ora (Healthy Futures) Act 2022, Te Pae Tata the New Zealand Health Plan, and relevant National Public Health Service documents

	<ul style="list-style-type: none"> Ensures all work prioritises equity that impacts on iwi and Māori communities and addresses intersectional inequities as both a population health concern and Te Tiriti right for Māori Role-models a positive change in the way we work to improve health outcomes and achieves equity for Māori, Pacific, Whaikaha, and other groups, that achieves the goals of Pae Ora
Te Tiriti o Waitangi	<ul style="list-style-type: none"> Advocate and challenge to ensure all work reflects our Te Tiriti o Waitangi obligations Champions the Article II rights of iwi and Māori communities to maintain tino rangatira and progress their mana motuhake in the work programme of the National Public Health Service Ensures a focus on equity for Māori as a right under Article III in the work programme Contributes to developing Te Tiriti dynamic work and makes a positive contribution enhancing the Te Tiriti literacy of the workforce Focuses on the pursuit of Māori health gain as well as achieving equitable health outcomes for Māori. Support tāngata whenua and mana whenua led change to deliver mana motuhake and Māori self-determination in the design, delivery, and monitoring of health care.
Collaborative Relationships	<ul style="list-style-type: none"> Builds and maintains positive relationships, role modelling manaakitanga and uplifting the mana of others Identifies key stakeholders through a process of proactive and responsive engagement Collaborates with communities, relevant external agencies and key partners (e.g. early childhood education agencies and port of entry agencies) Identifies community assets and resources using participatory methods Facilitates alongside communities to articulate their needs and advocate for equitable opportunities and resources Works alongside the wider National Public Health Service workforce Participates in relevant networks and communities of practice and collaborates to ensure two-way information sharing within and between local, and regional networks
Innovation and Improvement	<ul style="list-style-type: none"> Is open to new ideas and creates 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 Develops and maintains appropriate external networks to support current knowledge of leading practices Actively engages in quality/service improvement initiatives Critiques, discusses and disseminates evidence-based, best practice
Health and 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 client outcomes Leads, champions, and promotes continual improvement in health and wellbeing to create a healthy and safe culture
Legislative Requirements	<ul style="list-style-type: none"> Carry out duties as a public health statutory officer with accountabilities as an employee, a public sector servant and a statutory officer Carry out regulatory and enforcement requirements under relevant legislation Practise in accordance with relevant legislation, codes, policies etc. and upholds consumer rights Uphold professional code of ethics and the Public Service Code of Conduct Ensure projects and activities are well planned, implemented and evaluated and support equitable outcomes. Use professional judgement and exercise contractual sensitivity Take into account the operating environment and community when applying legislation Utilise all relevant guidance material including codes, standards and manuals as well as references to Te Whatu Ora policies, information and publications Consult with your Team Leader should any issues arise in your day to day work (and NPHS national office advisors on occasion). Undertake enforcement action where required including gathering evidence, obtaining information, interagency facilitation, decision making and communication

<p>Documentation</p>	<ul style="list-style-type: none"> • Adhere to professional and legislative standards of practice including the Public Service Code of Conduct. • Work according to the scope of your statutory appointment(s) • Any interventions are realistic, proportionate and based on best practice. • Use standardised documentation systems and procedures as set down by departmental or professional protocols. • All documentation is timely, clear, concise and accurate • Maintain confidentiality of information and documentation
<p>Other Duties</p>	<ul style="list-style-type: none"> • Undertake duties from time to time that may be in addition to those outlined above but which fall within your capabilities and experience • Respond positively to requests for assistance in own and other areas, demonstrating adaptability and willingness. • Produce work that complies with organisational processes and reflects best practice. • You undertake research so that your advice is evidence-based, robust and well considered. • Live and support Te Mauri o Rongo values in everything you do.
<p>Leadership and Management/ Te Ārahi Me Te Whakahaere</p>	<p>Teamwork</p> <ul style="list-style-type: none"> • Participate in and contribute to the functioning of the interprofessional team • Attend and contribute to relevant department, and team meetings, leading and facilitate such meetings as requested • Establish and maintain an effective working relationship with other staff and communities <p>Time Management</p> <ul style="list-style-type: none"> • Manage own time by adopting a disciplined approach to establishing and following identified role-related priorities <p>Skill Sharing</p> <ul style="list-style-type: none"> • Share skills (as appropriate) with other NPHS team members to enhance outcomes
<p>Teaching & Learning / Ako Atu, Ako Mai</p>	<p>Of Self</p> <ul style="list-style-type: none"> • Develop both personally and professionally to meet the changing needs of your career and profession • Reflect on and evaluate the effectiveness of own practice • Develop and maintain professional competency • Appraisal, peer review, observed practice or other professional audits as applicable <p>Of Others</p> <ul style="list-style-type: none"> • Contribute to the support and education of colleagues and students to enhance development of the profession • Consistently refer to and relate practice to literature and research • Critique, discuss and disseminate evidence-based best practice • Provide interdisciplinary education, or discipline specific teaching across teams • Maintain an awareness of current developments in the areas being worked in and make recommendations to changes in practice • Be involved in the induction and training of newly appointed staff as required • Provide mentoring and professional support and/or professional supervision where required
<p>Service Improvement and Research / Te Whakapai Ratonga me te Rangahau</p>	<ul style="list-style-type: none"> • Broaden research and professional development skills through participation in local audit and research projects as identified by team leaders, professional leaders or other health professionals • Participate in quality improvement activities to develop and improve service delivery, public health practice or professional standards • Develop and /or participate in district, regional, and/or national professional networks as appropriate to area of work • Contribute to annual planning process, including identifying gaps in service and participating in work / projects that may result from the planning process • Practise in a way that utilises resources in the most cost-effective manner, including inter-disciplinary and transdisciplinary practice

Key Relationships

External – (Note: will depend on your work areas)

- Local hapū and iwi
- Locality leadership and teams
- Iwi and Hauora Māori providers
- Iwi-Māori Partnership Boards
- Local Authorities/Regional Councils/Border agencies and other government agencies (MPI/Worksafe/NZ Customs etc)Te Aka Whai Ora
- Government agencies
- Other health providers
- Education settings eg, Early Learning Services, Schools, and Kura
- Aged care facilities
- Workplaces – business sector

Internal

- Team Leaders
- Medical Officers of Health/Public Health Medicine Specialists
- Public Health Nurses
- Communicable Disease Nurses
- National Public Health Service staff
- Other relevant Te Whatu Ora staff

Essential Requirements

Experience

- Experience in Health Protection work in NZ or as an Environmental Health Officer in NZ or similar from overseas
- Demonstrated ability to work collaboratively alongside communities and wider stakeholders
- Experience in project and programme planning and evaluation, research and writing reports
- Experience in implementing Te Tiriti o Waitangi in action

Knowledge, Skills, and Attributes

- Demonstrated understanding of the Te Tiriti o Waitangi and the implications for public health including the determinants of health
- Demonstrate the competencies to be appointed as an Āpiha Hauora Pāpori/Health Protection Officer by the Director-General of Health, or achieve the competencies within twelve months of appointment
- Knowledge of the New Zealand health system and public health service delivery
- Political systems awareness and political savvy
- Excellent communications and presentation skills and proficiency in formative research and data analysis
- Professionalism (includes effective inter-personal communication, teamwork, accountability, risk management, self-management/organisation)
- Passion for improving the health and well-being of Tāngata Whenua Māori
- Passion for improving the health and well-being of diverse communities.
- Able to maximise the quality and contributions of individuals and teams to achieve Te Whatu Ora'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

Education

- A relevant tertiary qualification preferably in Public Health or Environmental Health
- Valid Full New Zealand driver's licence

You agree to demonstrate flexibility and a willingness to perform a variety of tasks to promote and support Te Whatu Ora – Health New Zealand National Public Health Service initiatives as agreed with your manager.

Please note: National Public Health service (as part of the Te Whatu Ora Health System reform) is currently undergoing a transformation process and some aspects of this position may change. The intent and delivery of the work however will not be impacted.