

Medical Laboratory Technician/Trainee Histology Health New Zealand | Te Whatu Ora

Title	Medical Laboratory Technician/Trainee Histology		
Reports to	HOD Histology		
Location	Hawke's Bay Hospital		
Department	Laboratory		
Direct Reports	0	Total FTE	1
Budget Size	Opex	0	Capex
Delegated Authority	HR		Finance
Date	May 2025		
Job band (indicative)	Allied, Public Health & Technical Workers MECA according to qualifications and experience (Non-Degree Technical Scale)		

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 provide technical assistance in the Histology Laboratory.
- To follow the policies of the Laboratory as detailed in the Quality Manual.

Key Result Area	Expected Outcomes / Performance Indicators
Clinical/Technical Practice	• Carry out tests/procedures for laboratory specimens in accordance with validated methods, code of ethics and department protocols and Laboratory Quality Manual. • To assist technical/management team in all aspects of the operations to achieve departmental & laboratory goals.
Organisation and Management	• Co-ordinate and use resources (time, workload, equipment, supplies and support staff) to achieve optimum efficiency and effectiveness for laboratory services. • Workload is prioritised to ensure required timeframes are met. • Equipment is used and maintained to ensure continued optimum usage with problems and breakdowns identified and resolved. • Supplies are maintained according to department requirements.
Communication	• To communicate, consult, and co-ordinate appropriately to ensure that a quality service is delivered and maintain good public relations for the Laboratory.

	• Phone or face-to-face queries need to be handled professionally and given the appropriate prioritisation and solved. • Accurate, timely and relevant advice and/or reports are provided to the Laboratory Manager.
Professional Development	• Active participation in teaching/training staff members and for personal development to ensure commitment to continuing development of the Laboratory service and the Medical Laboratory profession. • Able to teach/coach less experienced staff. • Complete CPD requirements for annual APC renewal.
Professional Standards	• To meet Health NZ Hawke's Bay's standards (i.e., Legislative, Professional, Contractual, Ethical and Organisation) by knowing what the applicable standards are and undertaking any steps necessary to remedy shortfalls in practice and knowledge.
Te Tiriti o Waitangi	• 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.
Equity	• 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	• 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. • Develops and maintains appropriate external networks to support current knowledge of leading practices.
Collaboration and Relationship Management	• 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	• Exercises 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. • 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.

Relationships

External	Internal
• Patients and Caregivers • Clinicians • Nursing Staff • Other Hospital Staff • GPs	• Laboratory Manager • HOD Histology • Anatomical Pathologists • Clinical Director • Hawke's Bay Hospital Laboratory Staff • Quality, Health & Safety Manager • Other Hospital Staff

About you – to succeed in this role

You will have

Essential:

- Registration with the Medical Sciences Council of New Zealand.
- Proven medical laboratory experience is preferable, but training will be offered to the right candidate.
- Highly developed communication skills.
- Ability to learn and follow protocols and guidelines precisely.
- Positive attitude with problem solving focus.
- Keen interest in science.
- Experience in implementing Te Tiriti o Waitangi in action.

Desired:

- Proven medical laboratory experience.
- Computer and data entry experience.
- Knowledge of the political, legislative or other external influences affecting the health sector.

You will be able to

Essential:

- Demonstrate an understanding of the significance of and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way in your role.
- Take care of own physical and mental wellbeing.

- 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 within the public and private sectors, and related industry interest groups.
- 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.