

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

Title	Dietetic Professional Lead		
Reports to	Director of Allied Health - Specialist and Community Services		
Location	Hawke's Bay Hospital		
Department	Allied Health		
Direct Reports	None	Total FTE	0.2 FTE
Budget Size	Opex	Capex	
Delegated Authority	HR	Finance	
Date	July 2025		
Job band (indicative)	(MECA) Designated B Step 3		

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:

- Deliver professional leadership for Dietitians across health services, inclusive of hospital, outpatient and community services at Te Matau a Māui Hawkes Bay.
- Provide professional leadership for the dietetic profession, with a focus on workforce development, safe and high-quality patient care and outcome focussed practice and integration that enables strategic development and organisational priorities.
- Develop and monitor clinical assurance activities for dietitians such as facilitating consistent standards of practice, ensuring effective use of evidence based, safe and competent practice and supporting managers across services on issues related to dietetics.
- This role works collaboratively with other Professional Leaders, Team Leaders, Managers and other related positions across the hospital and the wider health system to support and develop opportunities for Dietitians, inter-professional team work and greater integration of health services.
- The role will also provide advice on organisational and workforce priorities where the role of the dietetic workforce and aligned models of care would enhance the delivery of effective health services for our population.
- Delivery of organisational Key Performance Indicator's (KPI's) including relevant Ministry of Health (MoH) target, financial budgets and service plans
- To role model, participate and contribute to the delivery of the Hawke's Bay Health sector vision, values and behaviours.

Key Result Area	Expected Outcomes / Performance Indicators
Clinical Practice - Te Mahi Haumanu	<ul style="list-style-type: none"> • Where the role has a clinical component, demonstrates practice that meets the clinical pillar expectations of advanced allied health professional level roles or greater. • Takes professional responsibility for managing a caseload of patients/ clients/ tangata whaiora and their whānau with complex needs and be able to independently adapt and make decisions regarding dietetic intervention. • Demonstrates ability to independently organise workload and accept responsibilities for work outcomes. • Responsible and accountable for prioritising patients / clients/ tangata whaiora and their whānau to enable appropriate allocation of referrals and workload balance with staff in the team. • Carries out and support others with assessment, formulation and management of risks. • Demonstrates provision of and supports others with culturally safe practice with patients/ clients/ tangata whaiora and their whānau. • Carries out comprehensive dietetic assessment of patients / clients/ tangata whaiora and their whānau, including those with diverse and complex presentations. • Formulates and delivers individualised dietetic interventions at an advanced level, using appropriate clinical assessment, reasoning skills and knowledge of interventions. This is in partnership with patients / clients/ tangata whaiora and the clinical advice of the wider inter professional team (IPP) or multidisciplinary team (MDT). • Assesses the patients/ clients/ tangata whaiora understanding of treatment intervention/ goals and gains informed consent to treatment, taking into account any issues on capacity (e.g. cognitive functioning & mental health) • Regularly reassesses and evaluates the patients/ clients/ tangata whaiora performance and progress against agreed goals and adjust intervention as situations change. • Considers health literacy ensuring patients/ clients/ tangata whaiora and their whānau engagement, participation and understanding. • Identifies unmet needs of patients/ clients/ tangata whaiora and their whānau with potential solutions to address these needs. • Role models relationship centred practice and demonstrates effective communication to establish a therapeutic relationship and focus on the agreed goals with patients/ clients/ tangata whaiora, their whānau and IPP and/or MDT team, including the wider health team and external agencies. This includes relaying complex, sensitive and contentious information. • Demonstrates an awareness of health inequalities, with evidence of implementing actions within clinical practice and identifying solutions for wider service delivery that contribute towards reducing inequalities for patients/ clients/ tangata whaiora and their whānau. • Demonstrates recognition that the knowledge, experiences and culture are integral to effectively addressing the patients /

	<p>clients/ tangata whaiora and their whānau presenting health issue and/or restoring function.</p> <ul style="list-style-type: none"> • Demonstrates a comprehensive and respectful understanding of the roles and contributions of the members of the IPP and MDT team. • Represents the service and or patients/ clients/ tangata whaiora at meetings, rapid rounds and intervention planning meetings to ensure the delivery of a coordinated, person centred, and inter professional approach, and to ensure dietetic perspectives are integrated into the overall treatment programme (where appropriate) including discharge planning. • Develops comprehensive discharge/transfer plans with the patients / clients/ tangata whaiora and their whānau. • Completes health record documentation consistent with legal, professional and organisational requirements. • Demonstrates awareness and knowledge of local, sub-regional and regional context in relation to provision of health and social support and the impact on service provision. • Provides specialist advice, teaching and instructions to patients / clients/tangata whaiora, whanau, carers and other professionals to promote coordination of support being delivered. • Works in partnership with managers/team leaders to ensure staff are working within their scope of practice as per registration board, professional association or organisational policy expectations. • Demonstrates current understanding of the philosophy and theory underpinning dietetic practice. This includes exploring emerging theories of practice and the application of inter-professional working within the New Zealand healthcare system. • Responsible for providing dietetic clinical leadership including providing clinical advice, support and guidance to team members • Promote effective communication among dietitians in order to share expertise and information. • Promote culturally safe / bicultural practice and competency for dietitians working with patient/clients and whānau.
Scope & Complexity	<ul style="list-style-type: none"> • Ensure smooth and effective pathway for tamariki / rangatahi / whānau /kaumata/kuia referred to the service to ensure barriers to services are reduced • Competent engaging and addressing cultural needs of the consumer and whānau • A strong emphasis on improving services & reducing inequities for Māori whānau, hapū and iwi • Active participation in service area decision making including initiatives to strengthen interventions and engagement practices with Māori, (whānau, hapū and iwi) and integrating Māori models of healthcare • Supports a holistic approach within a progressive service to better enable collaborative relationships and integrated pathways

	<ul style="list-style-type: none"> • Knowledge of all teams across Te Matau a Māui. Hawkes Bay who have Dietitians and an understanding of services being provided. • Managing stakeholder relationships across the organisation
Teaching & Learning - Ako Atu, Ako Mai	<ul style="list-style-type: none"> • Maintains competency to practice through identification of learning needs and continuing professional development activities. This should comply with professional registration or professional body requirements. • Completes applicable training for effective delivery of the role. • Participates in own annual performance review and associated clinical assurance activities. • Participates in professional supervision in line with the organisation's requirements and/or professional body. • Provides and contributes to coaching, mentoring and clinical support and/or professional supervision. • Oversees student contracts for the profession, and works with managers/team leaders/tutors in facilitating clinical education and placements of students and contributes to supporting potential students. • Develops and maintains effective working relationships with teaching institutions, inclusive of providing recommendations for curriculum development, sharing information on practice changes, and working in partnership to enhance workforce readiness of graduates. • Utilise workforce plans to ensure that learning and development solutions are in place for dietitians to support service delivery. • Ensures supervision and mentoring systems are in place, working well and are utilised. • Supports and encourages the profession and other health professionals in developing collaborative inter-professional learning opportunities. • Is involved in the induction of newly appointed staff.
Leadership & Management - Te Ārahi me te Whakahaere	<ul style="list-style-type: none"> • Provide strategic leadership for dietetic matters, including advice to the Executive / Directors of Allied Health Scientific and Technical and other leaders as required. • Represent the Dietitian profession (and wider Allied Health professions as required) through active participation in relevant local, sub-regional, regional and national forums. • Identify risks, complete mitigation plans, communicate risks to others and escalate as appropriate. This may include providing advice to services across the organisation. • Identify and communicate issues and trends related to dietetic practice to relevant managers and other leaders as required. • Provide professional expertise to managers in the recruitment of Dietetic staff as required. • Contribute to workforce planning for the profession (across services and / or the sub region), and in collaboration with managers identifies future workforce needs for the profession, inclusive of strategies for recruitment, retention, succession planning and career development.

	<ul style="list-style-type: none"> • Demonstrate an awareness of health inequalities and supports workforce and service initiatives that contribute towards reducing these inequalities. • Create and foster a culture for continuous quality improvement. • Develops strategies for increasing the number of Maori and Pacific dietitians in the workforce, to enable alignment to the population served. • Identify and support the development of emerging dietetic leaders within the workforce for the profession and the organisation. • Actively promote and support staff to work using an integrated approach across the continuum of care, promoting relationship centred practice. • Develop and maintain a dialogue with relevant professional bodies and agencies to highlight issues and opportunities in relation to professional practice. • Work in partnership with managers to address performance issues and/or feedback where dietetic staff are involved, including reporting to registration board as required. • Provide timely and accurate reports as required. • Present a credible and positive profile for the profession both within and external to the Te Matau a Māui. • Ensure own and profession's compliance with organisational policies and procedures, particularly those that pertain to professional practice. • Contribute to relevant certification and accreditation activities.
Service Improvement & Research - Te Whakapai Ratonga me te Rangahau	<ul style="list-style-type: none"> • Develops and monitors clinical assurance activities for the profession (inclusive of adherence) and makes recommendations for change where indicated, in collaboration with the Director of Allied Health or equivalent. • Identifies and supports opportunities for innovative clinical practice in collaboration with others. • Supports changes in practice and/or models of care, in line with evidence-based practice (where available), research evidence and audit activity aligned with the strategic direction of the profession and organisation. • Actively leads profession to monitor, review and adapt practice where evidence does not support current practice including the cessation of practice. • Champions the dietetic profession to pursue research and knowledge-building required for practice improvement. • Establishes working partnerships with consumers, other services / external organisations to promote safe and integrated working that improves the outcomes and experience of patients / clients and whānau. • Ensures profession specific (and inter-professional) protocols, pathways and policies are developed, maintained and aligned with evidence-based practice. Where appropriate seeks out, shares and develops these across services to promote integration and consistency in service delivery for client/patient/tangata whaiora and whānau across the region.

	<ul style="list-style-type: none"> • Practises in a way that utilises resources (including staffing) in the most sustainable and cost effective manner. • Actively participates in national, regional and sub-regional working groups/ clinical networks to identify and implement service improvements as appropriate. • Contributes to annual planning process, including identifying gaps in service and participating in work activity that may result from the planning process. • Awareness of and complies with all legislative and contractual requirements as applicable to the role (e.g. Health and Safety in Employment Act 1992, Privacy Act 1993, Vulnerable Children's Act 2014, Privacy Act, ACC service specifications etc.).
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.
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.
Culture and People Leadership	<ul style="list-style-type: none"> • Leads, nurtures and develops our team to make them feel valued. • 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. • Provides leadership that shows commitment, urgency and is visibly open, clear, and innovative whilst building mutually beneficial partnerships with various stakeholders both internally and externally. • Implements and maintains People & Communications strategies and processes that support provide an environment where employee experience, development, and performance management drive achievement of the organisation's strategic and business goals. • Ensures Business Unit culture develops in line with expectations outlined in Te Mauri o Rongo, ensuring unification of diverse teams whilst simultaneously supporting local cultures to be retained & strengthened.

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. 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"> Client /patient/ tangata whaiora and their whānau Community Services and Agencies All other Health Providers, including PHO, GPs 	<ul style="list-style-type: none"> Allied Health Professionals, Professional Advisor & Director of Allied Health Te Wāhanga Hauora Māori HBDHB Other teams relevant to supporting the Tangata Whaiora and whānau journey

About you – to succeed in this role

You will have

Essential:

- A relevant graduate and post-graduate qualification.
- Experience in implementing Te Tiriti o Waitangi in action.
- Bachelor/Masters of Dietetics, or equivalent.

- New Zealand Registered Dietitian, with current annual practising certificate (APC).
- Minimum 6 years practice working in a health or other relevant setting.
- Demonstrated leadership skills and success leading, motivating and developing others.
- Demonstrated commitment to quality, safety and clinical governance.
- Ability to contribute positively to the interprofessional /multidisciplinary team.
- Evidence of on-going professional development.
- Knowledge of, and familiarity with, other health services including the differing paradigms in which they deliver health services.
- Demonstration of research and practice development.
- Focus on delivering high quality intervention for the client/patient and whānau.
- Demonstrates the ability to engage effectively and respectfully with Māori consumers (patients/families/whanau) and staff.
- Demonstrates knowledge and understanding of local tikanga and Māori culture sufficiently to be able to respond appropriately to Māori.
- Demonstrates ability to apply the Treaty of Waitangi within the Service.
- Shows commitment to, and demonstrates the behaviours of the health sector.
- As per clinical roles in the Te Matau a Māui. Physical Requirements and Vaccination Status Guidelines May 2019
- Vaccinations as per the current employee immunisation policy including annual influenza vaccination and COVID vaccinations.
- Fit to practice

Desired:

- Member of NZ Dietetic Association
- Post graduate qualifications and education relevant field (or working towards)
- Experience speaking and teaching to groups
- Project management skills
- Advanced clinical experience and knowledge. Desirable for this to be across a range of health sector settings
- Knowledge about how the organisation works and the culture of the organisation

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, and have the stamina needed to go the distance.
- 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.