

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

Title	Nurse Educator		
Reports to	Nurse Manager Professional Development Unit (PDU)		
Location	Hawke's Bay Hospital		
Department	Professional Development Unit with a primary focus in the Emergency Department		
Direct Reports	N/A		Total FTE N/A
Budget Size	Opex	N/A	Capex N/A
Delegated Authority	HR	N/A	Finance N/A
Date	June 2025		
Job band (indicative)	Health NZ / NZNO CA, Senior Designated Nurses Scale Grade 2 (formerly grade 4) according to qualifications and experience (pro rata for hours worked).		

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 Professional Development Unit (PDU) brings together all the relevant roles and functions of education and workforce development into one integrated team. Nurse Educators are based in respective clinical areas, with shared department / service and organisational education responsibilities, with centralised line management and reporting into the Nurse Manager PDU.

The primary purpose of the role is to:

- Be responsible and accountable for the development, implementation and evaluation of clinical education and training to maximise health care delivery, enhance service user outcomes, and promote clinical experience and evidence-based practice primarily within the **Emergency Department (ED)** but also across the PDU team / services as required / directed by Nurse Manager PDU.
- Support the development of skills and knowledge of the staff (nursing and health care assistants [HCA]), to ensure the quality of professional practice and care delivery.
- Provide leadership in the clinical environment to bring about practice improvements and to ensure safe and competent practice, supporting the organisations strategic direction and programme of change.

Key Result Area	Expected Outcomes / Performance Indicators
Clinical education / workforce development	<ul style="list-style-type: none"> • Works collaboratively within the PDU and with other clinical staff, to ensure that appropriate programme development and delivery is combined, and consistent. • Supports the ongoing development and maintenance of competency and capability of the nursing and HCA workforce, working closely with the ED CNM and other senior staff to identify areas of need. • In partnership with the ED CNM, supports the onboarding of new staff and develops orientation plans.

	<ul style="list-style-type: none"> • Responsible for developing, implementing (facilitation / delivery), evaluation (e.g., audit) of education programmes and resources to improve the skills and knowledge of the nursing and HCA workforce. This includes external clinical sales and supply representatives regarding new equipment/technologies used in patient care delivery, as required. • Provides educational advice and support in complex clinical issues. • Promotes and supports the ongoing development and delivery of best evidence-based nursing practice. • Promotes and supports the utilisation of information technology (e.g., TrendCare, ECA, Clinical Portal) in the ED as appropriate. • In partnership with the ED CNM, supports the development of individual professional development plan for nurses in the department. • Participates in auditing effectiveness of education and training programmes and communicating outcomes to stakeholders. • Contributes to and participates in the annual education and training plan as part of the Nurse Educator team e.g., IV training, PDRP assessor, HCA Careerforce Assessor, ACT course. • Supports Variance Response Management (VRM) across the organisation and responds as required.
Leadership	<ul style="list-style-type: none"> • Shares accountability with the senior nursing team for leading and motivating the clinical staff within the service. • Promotes evidence-based clinical practice in the department, ensuring standards are maintained and monitored. • Lead and introduce practice innovation, new technologies, processes, procedures and care delivery models as required. • Ensure there is appropriate clinical support and supervision, preceptorship and coaching of staff. • Assists with student placements and related activities, including rosters and orientation across the area and tutor liaison.
Clinical Practice	<ul style="list-style-type: none"> • Engages in professional development and ongoing maintenance of continuing competence with a professional development recognition programme (PDRP) portfolio at expert or designated senior nurse level, evidenced within 12 months of commencing within the role. • Individual professional development plan outlined and implemented. • You may be assigned additional portfolios within this role and these will be mutually agreed between yourself and your manager.
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.
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"> • 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.

Relationships

External	Internal
<ul style="list-style-type: none"> • External health providers, including primary care, social support agencies, NGO etc. • Training and education providers • Regional / other services • Nursing Council of New Zealand • Health New Zealand Te Whatu Ora • Health Quality and Safety Commission 	<ul style="list-style-type: none"> • Patients / Consumer / Tangata Whaiora • Nurse Manager PDU • Chief Nurse • Directors / Associate Director of Nursing • Clinical Nurse Managers / Associate Nurse Managers • Wider organisational nursing teams • Allied Health Staff • Medical Staff • Education & Development Team • Information Services • Other team members

About you – to succeed in this role

You will have

Essential:

- A relevant graduate and post-graduate qualification.
- Current registration with Nursing Council of New Zealand as Registered Nurse, with a current annual practicing certificate.
- Evidence of completion of a postgraduate qualification (preferably a PG Diploma) and working towards a Clinical Master's degree.
 - *Consideration will be given to applicants who do not hold the required postgraduate qualification providing equivalent work experience and/or other programmes of study can be demonstrated.*
 - *If successful, the candidate will be required to complete the requisite qualification within a 12-month period.*
 - *Gaining of the required qualification is the responsibility of the employee/service.*
- Unit Standard 4098 Use Standards to Assess Candidate Performance OR New Zealand Certificate in Adult & Tertiary Teaching (level 4 or 5)
- Recent clinical experience, with at least five years of experience in emergency nursing.
- Completion of Triage course, Trauma Nursing Core course (TNCC), Emergency Nurse Paediatric Course (ENPC) or equivalent.
- Clinical role model.
- Proven ability to work within a multidisciplinary team.
- Proven problem solving and communication skills.
- Holds a currently assessed nursing portfolio as assessed via an approved PDRP at expert or designated senior nurse level.
- Demonstrated time management skills.
- Methodical, planned approached to work and establishes clear directions.

Desired:

- Experience in adult teaching / delivery of educational programmes
- Previous experience in a leadership role
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- Competent computer skills

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.

- 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.