

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

Title	Occupational Therapist (Whakaora Ngangahau)
Reports to	Hoki ki te Kāinga Team Leader
Location	Hawke's Bay
Department	Hoki ki te Kāinga – Early Supported Discharge
Date	September 2025
Job band (indicative)	In accordance with Public, Allied and Technical Health Employee's Multi Employer Collective Agreement (MECA) steps 1-8 per annum 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 primary purpose of the role is to:

To provide high-quality, person- and whānau-centred occupational therapy that supports older adults in their transition from hospital to home, promotes independence, and improves health outcomes.

- Work collaboratively with clients and their whānau to set meaningful, achievable goals
- Assess and implement individualised rehabilitation plans focused on activities of daily living
- Provide equipment solutions and environmental modifications to enable safe and effective recovery
- Conduct cognitive and functional assessments to inform care planning
- Maximise every interaction as an opportunity for rehabilitation and skill development
- Coach and supervise Rehabilitation Assistants to deliver high-quality support
- Contribute to positive health outcomes and improved quality of life for clients

Key Result Area	Expected Outcomes / Performance Indicators
Clinical Practice	<ul style="list-style-type: none"> • Manages a caseload of patients/clients/tangata whaiora with increasing complexity, independently adapting and making decisions regarding Occupational Therapy interventions.

- Prioritises referrals using available information to ensure timely and appropriate access to Occupational Therapy services.
- Completes comprehensive assessments, including standardised/non-standardised tools and clinical observations, in partnership with patients/clients/tangata whaiora and their whānau.
- Formulates and delivers individualised Occupational Therapy interventions using advanced clinical reasoning, occupational performance approaches, and input from the wider interprofessional/multidisciplinary team (IPP/MDT).
- Establishes therapeutic relationships through effective, relationship-centred communication, collaboratively setting goals with patients/clients/tangata whaiora, their whānau, health teams, and external agencies, including managing complex or sensitive information.
- Ensures informed consent, adapting practice for those with limited capacity (e.g. cognitive difficulties).
- Regularly reviews progress against agreed goals, adjusting Occupational Therapy interventions as required.
- Initiates referrals to other services to support long-term goal achievement and develops comprehensive discharge/transfer plans with patients/clients/tangata whaiora and their whānau.
- Undertakes ongoing clinical risk assessments and manages identified risks appropriately, seeking support when required.
- Provides advice, teaching, and coaching to patients/clients/tangata whaiora, their whānau, and other professionals to ensure consistent support.
- Demonstrates culturally safe Occupational Therapy practice, addressing health inequities and actively applying principles of partnership, protection, and participation.
- Represents Occupational Therapy at clinical meetings and case conferences to ensure integrated intervention and safe discharge planning.
- Completes timely, accurate documentation aligned with professional, legal, and organisational requirements.
- Applies evidence-based research, clinical guidelines, and best practice standards in Occupational Therapy.
- Conducts functional assessments and prescribes equipment (short-term loan, Enable-funded long-term equipment, and minor environmental modifications), maintaining Enable accreditation.
- Demonstrates knowledge of local, sub-regional, and regional health and social support systems and their impact on service delivery.
- Identifies and escalates unmet needs of patients/clients/tangata whaiora and their whānau, contributing to service improvements.
- Works collaboratively within IPP/MDT teams, recognising and valuing the contributions of all disciplines.
- Supports safe service delivery by working flexibly across areas as required.

	<ul style="list-style-type: none"> • Applies sound delegation principles when working with non-registered staff, ensuring safe practice, clear boundaries, and competency-based training.
Teaching & Learning	<ul style="list-style-type: none"> • Maintains competency to practice through identification of learning needs and Continuing Professional Development (CPD) activities. This must comply with professional registration requirements. • Contributes to training within the team/ service. • Supervises, coaches, educates and assesses the performance of occupational therapy students. • Supervises, coaches, educates and assesses the competency and performance of Rehabilitation Assistants. • Provides interprofessional education in direct clinical area, or discipline specific teaching across teams and services. • Demonstrates the ability to critically evaluate research and apply to practice. • Maintains an awareness of current evidence-based practice developments in the clinical areas being worked in and make recommendations and implements changes in practice. • Involved in the induction and training of newly appointed staff as required. • Completes mandatory training as applicable for the role. • Participates positively in an annual performance review and associated clinical assurance activities. • Participates in regular professional supervision in line with the organisations requirements and professional body. • Provides mentoring and clinical support and/ or professional supervision where required. • Role models Hawke's Bay Sector values and behaviours.
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.
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- Health Care NZ, Access. ACC. Enable New Zealand Ministry of Health. All other Health Providers, including PHO, GPs, Practice Nurses. 	<ul style="list-style-type: none"> Hoki ki te Kāinga Team and Leadership Allied health professionals, professional leads and directors of allied health. Te Wāhanga Hauora Māori HBDHB. NASC HB. Geriatricians. Registered nurses, gerontology clinical nurse specialists, nursing director. Equipment store coordinator and staff. Other support staff. Administration team. Other teams relevant to supporting the Tangata Whaiora and whānau journey e.g. EngAGE/ community allied health team, In Home Strength and Balance team.

About you – to succeed in this role

You will have

Essential:

- A Bachelor of Occupational Therapy (BSc), or equivalent.
- New Zealand Registered Occupational Therapist with current annual practising certificate (APC).
- Proficiency in Microsoft Office, Word, i.e. (Outlook, Excel, PowerPoint, Internet resources and e-mail).
- Clean current full NZ driver's license.
- Effective communication skills.
- Ability to build rapport and constructive and effective relationships.
- Positive, solution-oriented mindset
- Ability to contribute positively to the interprofessional /multidisciplinary team.
- Self-motivated in developing clinical and professional practice.
- A focus on delivering high quality intervention for the client/patient and whānau

You will be able to

Desired:

- 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.