



KEY WORKING RELATIONSHIPS	<p><b>INTERNAL</b></p> <ul style="list-style-type: none"> <li>• Project Delivery Teams</li> <li>• Business Stakeholders</li> <li>• Chief Medical and Dental Officer</li> <li>• Executive Directors</li> <li>• Senior Managers</li> <li>• Medical Directors and Heads of Department</li> <li>• Patients/Consumers/Whanau</li> <li>• Governance groups</li> <li>• Board</li> </ul>	<p><b>EXTERNAL</b></p> <ul style="list-style-type: none"> <li>• Vendor Delivery teams</li> <li>• Vendor Account Managers</li> <li>• Other DHBs</li> <li>• External Subject Matter Experts</li> <li>• Contractor resources</li> <li>• Regional/other DHB services</li> <li>• Ministry of Health/National Health Board</li> </ul>
HOURS OF WORK	80 hours per fortnight	
EMPLOYMENT AGREEMENT & SALARY	As per the Individual Employment Agreement (IEA) negotiated with the appointee. Grade 17	
DATE	September 2021	
SCOPE & COMPLEXITY	<p>The scope of this role is to:</p> <ul style="list-style-type: none"> <li>• Establish strong relationships so as to gain a detailed understanding of strategies, objectives and operational functions.</li> <li>• Work in partnership with Digital Enablement team members and key stakeholders to deliver integrated and effective outputs.</li> <li>• Demonstrate an understanding of continuous quality improvement across both simple and complex programmes of work</li> </ul> <p>The role is complex.</p>	

## ESSENTIAL CRITERIA

### Qualifications

- Tertiary qualification (Bachelor) in Computer Science, Information Systems, Computer Engineering, System Analysis, Business Studies or a related field (or studying towards) or equivalent structured development in the workplace.
- University Degree or business-related Experience  
Needs to draw on experience of a broad nature, above that of a Subject Matter Expert.
- 2+ years demonstrated experience working with, guiding and influencing Senior Management and key stakeholders
- Proven experience (1-3years) in delivering projects involving business change in a digital environment.
- Proven experience working within an agile delivery framework, such as Scrum.

### Experience - Business / Technical Skills

- Well-developed and effective communication skills, both written and verbal.
- Strong negotiation skills
- Able to collaborate effectively with a variety of diverse agencies and people.
- Attention to detail and quality assurance skills.
- Excellent business systems analysis and process mapping skills.
- Experience working in a Business Systems Analysis role with Project Management and time management skills.

### Broader Attributes

- Analysis and design skills.
- An excellent understanding of programme and project methodologies.
- An excellent understanding of stakeholder management
- The ability to engage and work with Senior Management and key stakeholders
- Self-managing with initiative.
- Skills to proactively share expertise and positively influence colleagues.
- Excellent presentation and communication skills
- The skills to identify risk and provide mitigation strategies.
- Knowledge and understanding of software development lifecycle.
- Skills to learn new software and systems.
- Planning and service delivery skills.
- Customer service focus.
- Good team work ethic - including the skills to work collaboratively with a variety of diverse agencies and people to achieve organisational goals.
- Numeracy. Ability to understand and interpret financial and non-financial information.
- Enterprise Architecture knowledge
- An excellent understanding of how information is captured, stored and analysed to provide reporting.
- Experience identifying data quality issues to improve data integrity.



## Our Vision and Values

*Te hauora o te Matau-a-Māui: Healthy Hawke's Bay*

Excellent health services working in partnership to improve the health and wellbeing of our people and to reduce health inequities within our community.



### HE KAUANUANU RESPECT

Showing **respect** for each other, our staff, patients and consumers. This means I actively seek to understand what matters to you.

### ĀKINA IMPROVEMENT

Continuous **improvement** in everything we do. This means that I actively seek to improve my service.

### RARANGA TE TIRA PARTNERSHIP

Working together in **partnership** across the community. This means I will work with you and your whānau on what matters to you.

### TAUWHIRO CARE

Delivering high quality **care** to patients and consumers. This means I show empathy and treat you with care, compassion and dignity.

**Effectively Engaging with Māori**

- Demonstrates knowledge and understanding of local Tikanga and Māori culture sufficiently to be able to respond appropriately to Māori
- Is visible, welcoming and accessible to Māori consumers and their whānau
- Demonstrates ability to apply the Treaty of Waitangi within the Service.

**Vaccination status for role:**

Vaccinations as per the current employee immunisation policy including COVID-19 vaccination and annual influenza vaccination.