

<b>Te Whatu Ora</b> Health New Zealand Te Matau a Māui Hawke's Bay	<b>POSITION TITLE</b>	<b>Nurse Educator, Professional Development Unit</b>		
	<b>GROUP</b>	Chief Nursing Officer	<b>DEPARTMENT</b>	Professional Development Unit (PDU)
	<b>REPORTING TO (operationally)</b>	(Nurse Manager) NM PDU	<b>REPORTING TO (professionally)</b>	NM PDU
<b>GROUP RESPONSIBILITIES &amp; DIRECT REPORTS</b>	This role will work within the PDU of Te Whatu Ora, Te Matau a Māui Hawke's Bay, primarily hospital group inpatient wards A1, A2, A3, A4, B1/CCU, B2, B3, AAU and AT&R) and some outpatient departments. <ul style="list-style-type: none"> <li>Noting this position is shared across 2.0 full time equivalent (FTE) Nurse Educator roles</li> </ul> This role will support in partnership the wider Nurse Educator group for the provision of training. <ul style="list-style-type: none"> <li>Staff reporting - Nil</li> </ul>			
<b>PURPOSE OF THE POSITION</b>	The Professional Development Unit (PDU) brings together the functions of nursing education and workforce development into one integrated team. The Nurse Educator PDU will focus on supporting nursing and health care assistant (HCA) education within, but not exclusive to the above-named departments. They will 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 professional practice. This role has a responsibility for improving the skills and knowledge of the staff (nursing and health care assistants) and the quality of professional practice and care. As part of the PDU, the Nurse Educator role will work in partnership with the leadership teams in the clinical environment to bring about practice improvements to support safe and competent practice and the organisational strategic direction and programme of change.			
<b>KEY DELIVERABLES</b>	<p><b><i>Clinical Education / Workforce Development</i></b></p> <ul style="list-style-type: none"> <li>Supports the ongoing development and maintenance of competency and capability of the nursing and HCA workforce, working closely with Clinical Nurse Managers and other senior staff to identify areas of need.</li> <li>Responsible for developing, implementing (facilitation / delivery), evaluation (e.g. audit) of education programmes and resources, including external clinical sales and supply representatives regarding new equipment/technologies used in patient care delivery, as required.</li> <li>Provides educational advice and support in complex clinical issues.</li> <li>Promotes and supports the ongoing development and delivery of best evidence-based nursing practice.</li> <li>Promotes and supports the utilisation of information technology (e.g. Trendcare, ECA, Clinical Portal, Safety1st) in the clinical area as appropriate.</li> <li>Supports the development of individual professional development plan for nurses in the department as required.</li> <li>Participates in auditing effectiveness of education and training programmes and communicating outcomes to stakeholders.</li> <li>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.</li> <li>Works collaboratively with other Nurse Educators and clinical staff, to ensure that appropriate programme development and delivery is combined, and consistent.</li> </ul> <p><b><i>Leadership</i></b></p> <ul style="list-style-type: none"> <li>Share accountability with the senior nursing team for leading and motivating the clinical staff within the service.</li> <li>Promotes evidence-based clinical practice in the department, ensuring standards are maintained and monitored.</li> <li>Lead and introduce practice innovation, new technologies, processes, procedures and care delivery models as required.</li> <li>Ensure there is appropriate clinical support and supervision, preceptorship and coaching of staff.</li> <li>Assists with under graduate student activity and tutor liaison within the clinical area as required.</li> </ul>			

<b>KEY DELIVERABLES (cont)</b>	<p><b>Clinical Practice</b></p> <ul style="list-style-type: none"> <li>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.</li> <li>Individual professional development plan outlined and implemented.</li> <li>You may be assigned additional portfolios within this role and these will be mutually agreed between yourself and your manager.</li> </ul>	
<b>HEALTH &amp; SAFETY RESPONSIBILITIES</b>	<p>Te Whatu Ora Te Matau a Māui Hawke’s Bay is committed to maintaining and promoting the health &amp; safety of all its staff, contractors, volunteers and patients. In this role, your duties are:</p> <ul style="list-style-type: none"> <li>Not to do anything that puts your own H&amp;S at risk</li> <li>Not to do anything that puts others H&amp;S at risk</li> <li>To follow all health and safety policies and procedures</li> <li>To follow all reasonable health and safety instructions</li> </ul> <p>(You have the right to cease work if you believe that you, or others, are at risk of serious harm).</p>	
<b>KEY WORKING RELATIONSHIPS</b>	<p><b>INTERNAL</b></p> <ul style="list-style-type: none"> <li>Patients/Consumer/Tangata Whaiora</li> <li>Chief Nursing Officer</li> <li>Nurse Manager Professional Development Unit</li> <li>Directors / Associate Directors of Nursing</li> <li>Clinical Nurse Managers / Associate Nurse Managers</li> <li>Wider organisational nursing teams</li> <li>Allied Health Staff</li> <li>Medical Staff</li> <li>Education &amp; Development Team</li> <li>Information Services</li> <li>Other team members</li> </ul>	<p><b>EXTERNAL</b></p> <ul style="list-style-type: none"> <li>External health providers, including primary care, social support agencies, NGO etc.</li> <li>Training and education providers</li> <li>Regional / other services</li> <li>Nursing Council of New Zealand</li> <li>Te Whatu Ora Health New Zealand</li> <li>Te Aka Whai Ora</li> <li>Health Quality and Safety Commission</li> </ul>
<b>DELEGATION AND DECISION</b>	<ul style="list-style-type: none"> <li>Is good at establishing clear directions.</li> <li>Sets stretching objectives.</li> <li>Distributes the workload appropriately, laying out work in a well-planned and organised manner.</li> <li>Maintains two-way dialogue with others on work and results.</li> <li>Brings out the best in people.</li> <li>Is a clear communicator.</li> </ul>	
<b>HOURS OF WORK</b>	80 hours per fortnight	
<b>EMPLOYMENT AGREEMENT &amp; SALARY</b>	In accordance with the Te Whatu Ora Health New Zealand / NZNO Nursing & Midwifery Multi Employer Collective Agreement (MECA) Designated Senior Nurse Scale, Grade 2 (formerly grade 4) \$101,089 - \$111,695 gross per annum according to qualifications and experience.	
<b>DATE</b>	March 2023	
<b>EXPENDITURE &amp; BUDGET ACCOUNTABILITY</b>	Nil	
<b>SCOPE &amp; COMPLEXITY</b>	<ul style="list-style-type: none"> <li>The Nurse Educator will be required to prioritise issues and negotiate timeframes, while still providing high quality education and service support to nursing staff and HCA.</li> <li>Ability to work across services and within different professional groups in facilitating the development and delivery of evidence based education and training.</li> </ul>	

## ESSENTIAL CRITERIA

### Qualifications

- Current registration with Nursing Council of New Zealand as Registered Nurse.
- Relevant postgraduate diploma with evidence of ongoing towards 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 National Certificate in Adult Education

### Experience

- At least five years of recent relevant clinical practice.
- A commitment to quality and excellence.

### Business / Technical Skills

- Holds a current annual practising certificate as Registered Nurse.
- Holds a currently assessed nursing portfolio as assessed via an approved PDRP at expert or designated senior nurse level.

### Key Attributes

- Effective communication skills.
- Positive attitude with problem solving focus.
- A high degree of maturity, stability and self-confidence.
- Clinical role model.
- Supports, encourages and empowers.
- Proven ability to work within a multidisciplinary team.
- Demonstrated time management skills.
- Methodical, planned approach to work and establishes clear directions.

### 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
- Actively engages in respectful relationships with Māori consumers and whānau and the Māori community
- Actively seeks ways to work with Māori consumers and whānau to maximise Māori experience
- Actively facilitates the participation of whānau in the care and support of their whānau member

### Physical requirements for role

- Able to kneel
- Able to get 1 knee up on bed
- Able to squat
- Able to raise arms above head
- Able to reach arms out in front
- Able to walk up 2 flights of stairs without stopping
- Able to do at least 3 half press ups (i.e. on knees)

### Vaccination status for role

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

## DESIRABLE CRITERIA

### Experience

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

### Business / Technical Skills

- Understanding of organisational dynamics and able to work effectively in a complex multi-professional workplace.



## Our Vision and Values

*Te hauora o te Matau-ā-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.

### RARANGATE 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.