

**POSITION DESCRIPTION**

**Organisational Vision**:

South Canterbury District Health Board (SCDHB) is committed *“to enhance the health and independence of the people of South Canterbury”*

**Organisational Values:** **I CARE**

* **I**ntegrity
* **C**ollaboration
* **A**ccountability
* **R**espect
* **E**xcellence

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| **Position** RN Community Nursing Team |
| **Department** District Nursing |
| **Reports to** Clinical Nurse Manager – Community Services |
| **Hours** As per letter of offer (including evenings + on call and weekends) |

**PERSON SPECIFICATIONS**

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| Registered Nurse holding a current New Zealand Nursing Council (NZNC) approved practising certificate (1) will:   * Professional/clinical skills that demonstrate a clear focused, motivated and adaptable approach to nursing practice * Demonstrate effective planning and prioritization skills * Have the ability to work autonomously and under pressure * Strong communication skills and an understanding of the team dynamics and collaborative team work required to facilitate delivery of a safe and effective practice * A working knowledge of the relevant legislation and guidelines that govern professional nursing practice both general and specialty focused. * A personal commitment to: Professional nursing development and Continuous quality improvement. * Motivated to develop relevant area specific skills and competencies * Hold a current NZ Driver Licence, Class 1 |

**KEY RESPONSIBILITIES**

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| **Professional Responsibilities**  You will:   * work within the NZNC Registered Nurse Scope of Practice * work within a defined referred patient caseload, for District Nursing within the South Canterbury District Health Board region * work within the guidelines, protocols and criteria used across the South Canterbury District Health Board District Nursing service * work with Charge Nurse Manager and other South Canterbury District Health Board personnel to ensure seamless, quality service provision to patients   (1) *SCDHB currently run a competency assessment course that is endorsed by NZNCA* |
| **Management of Nursing Care**  You will:   * contribute to safe and contemporary professional patient focused care delivery within the organisation * utilise therapeutic relationships with patients that are established, maintained and terminated appropriately * consult with the patient, and significant others to plan and implement effective, professional, safe and holistic nursing care * follow best practice guidelines ensuring the provision of quality care * incorporate education and support needs of the patients and family / whanau into their care * quickly and effectively adjusts behaviour to meet a goal and/or changing circumstances, e.g. changed work schedules, patient needs * May be deployed anywhere within the Community Nursing Team, including rural and urban areas |
| **Interprofessional Health Care**  You will:   * prioritise own workload to enable support, assistance and supervision for other nurses when necessary * supervise and delegate care given by Enrolled Nurses, Clinical Associates and/or designated Domestic Assistants if required * apply the principles of collaborative interdisciplinary team work necessary to facilitate the delivery of a safe and effective patient focused service * utilise available resources efficiently to meet patients health care needs * uses stock in a cost effective manner within budget constraints * establish professional relationships with other primary care and community providers where relevant to the delivery of Nursing Care. |
| **Interpersonal Relationships**  You will:   * demonstrate a professional, positive attitude towards colleagues, patients//family and whanau at all times. * develop effective and supportive interpersonal relationships with peers and other health workers |
| **Quality Improvement**  You will:   * demonstrate a positive personal commitment to the culture of continuous quality improvement by ensuring quality values are integrated into personal daily practice * actively contribute to the implementation and ongoing maintenance of continuous quality improvement processes in their area |
| **Health & Safety**  You will:   * understand and apply the principles of Health & Safety and Risk Management to enable staff to recognise and respond pro-actively to potential risk within the unit * work towards creating an atmosphere where staff support each other and workplace violence and bullying is not tolerated |
| **Performance**  You will:   * demonstrate active preparation and participation in own annual performance appraisal * participate in performance appraisals and peer reviews of personnel as requested within a specified timeframe * act on recommendations arising from performance management, enlisting support of appropriate personnel where appropriate |
| **Personal and Professional Development**  You will:   * achieve and maintain contemporary practice by assuming responsibility for their own professional development by maintaining relevant knowledge and skills for their area of practice * attend and/or contribute to in service education programmes * in conjunction with your line manager at your annual performance appraisal undertake a regular review of objectives and identification of training and development needs * complete mandatory training on Health Learn and complete area Specific Competencies as outlined during orientation * seek support from colleagues to continue developing own practice * present Annual Practising Certificate in a timely manner * quickly respond to requests, ideas and suggestions in a non-defensive way, taking appropriate action that facilitates cooperation and trust * maintain a high level of personal motivation for work despite problems, changes, or daily work demands |
| **Legislation and Organisational Knowledge**  You will:   * ensure compliance with New Zealand statutory laws * comply with organisation wide and service specific rules, code of conduct, policies, protocols and procedures including documentation   understand and demonstrate the ability to apply the following legislation:   * Privacy Act * Health and Disability Commissioners Act * Health & Safety in Employment Act * Health Practitioners Competency Assurance Act * MoH Regulations * Vulnerable Children Act 2014   understand and demonstrate the ability to apply the   * Treaty of Waitangi Principles * Hospital Regulations / House Rules * Philosophy of Primary and Community Services |

Employee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_

Name & Designation Signature Date

SCDHB \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_

Name & Designation Signature Date

Reviewed: May 2020 Designation of Reviewer: Jax Grigsby Review next due: 2021