

**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** Community Services |
| **Reports to** Charge Nurse Manager-NASC |
| **Hours** As per letter of offer (including evenings +/- on call, public holidays 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
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**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 Community Services within the South Canterbury District region
* work within the guidelines, protocols and criteria used across the Te Whatu Ora South Canterbury District
* work with Charge Nurse Manager and other South Canterbury 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
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| **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.
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| **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
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| **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
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| **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
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| **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
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| **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
* Complete necessary training for the role and complete yearly exams to maintain competency
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| **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 and assessment tools

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
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Name & Designation Signature Date

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

Name & Designation Signature Date

Reviewed: March 2024 Designation of Reviewer: Tracey Foster Review next due: 2026