

POSITION DESCRIPTION					
Position	Registered Nurse – Tairanga Ora Community Nurse				
Reporting to:	Kaihautū Tairanga Ora				
Staff responsibility:	Nil				
Job purpose	To support Te Oranganui in supporting whānau, hapū and iwi to maintain wellness in accordance with the clinical standards of practice and the whānau ora approach of Te Oranganui.				
Hours of Work	40 Hours				
Accepted by	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Signature:</td> <td style="width: 50%;">Date:</td> </tr> <tr> <td style="height: 100px;"></td> <td style="height: 100px;"></td> </tr> </table>	Signature:	Date:		
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Background

Te Oranganui is an Iwi governed Health and Social Service Organisation. Established in 1993, Te Oranganui has eight service lines and covers the iwi boundaries of Ngāti Apa/Ngā Wairiki, Te Ātihaunui a Pāpārangī and Ngā Rauru Kītahi. The eight services are;

Te Waipuna Health:	Primary Health & Medical
Te Taihāhā:	Disability Support Service
Waiora Hinengaro:	Vocations, Mental Health and Addictions
Toiora Whānau:	Whānau and Community
Te Puawai Whānau:	Family Start & Tamariki Ora Services
Waiora Whānau:	Healthy Families
Whakahaumanu Mana Tāne:	Clinical Services Corrections
Tairanga Ora	Health and Wellbeing
Te Taituarā:	Business Unit

Vision

Korowaitia te puna waiora, hei ora motuhake mō te iwi

Mission statement

To empower whānau into their future

Values

<i>Tika</i>	Excellence in how we do things
<i>Whānau</i>	At the centre of everything we do
<i>Pono</i>	Act with honesty and integrity
<i>Mahitahi</i>	Committed to working together for the betterment of our Whānau, Hapū, Iwi and communities

Initials: _____

KRA 1: Clinical Practice

Provide, quality, competent, clinical care that enhances the wellbeing of our whānau

- 1.1 Support the delivery of the local COVID, Influenza, MMR and Childhood vaccination programmes to whānau, hapū, Iwi and wider community.
- 1.2 Demonstrate competence and application of vaccines
- 1.3 Fulfil Clinic duties as and when required such as; Site Lead, Vaccinator, Drawer
- 1.4 Provide hauora checks to whānau, hapū, Iwi and wider community where appropriate
- 1.5 Support Te Oranganui to deliver a holistic community-based clinic
- 1.6 Assist whanau to navigate health and social services and complete referrals as and when required

KRA 2: Networking and development

To network across the organisation and the sector to ensure that the nursing practice of Te Waipuna Health achieve best practice and development

- 2.1 Work cooperatively with the other services of Te Oranganui to enhance the wellbeing of whānau through the whānau ora approach.
- 2.2 Share information and build knowledge amongst colleagues to develop best practice
- 2.3 Attend forums and training opportunities to increase clinical knowledge and understanding of the administering of vaccines and vaccine practices.
- 2.4 Contribute positively to the clinical practice growth and development of the Te Oranganui Tairanga Ora, actively looking to adopt new approaches to deliver the best care
- 2.5 Participate actively in service and organisation wide meetings when required

KRA 3: Administration

To ensure the records held by Te Oranganui are a full and accurate account of care provided and resources are maintained in at an efficient level

- 3.1 Duties include patient data entry into Medtech, CIR, AIR and/or NIR and data extraction using and Google and Microsoft Forms
- 3.2 Maintain clear, concise and accurate client records within a legal and ethical framework.
- 3.3 Ensure the service possesses the required stock to perform duties in all clinic areas including motorhomes.
- 3.4 Contribute to and complete any reporting requirements by management

KRA 4: Provide a safe environment for self, patients, visitors and other staff

- 4.1 Taking responsibility for your own personal health and safety and ensuring that your work practices do not provide a hazard or harm to others
- 4.2 Provide support to the establishment and decommissioning of Clinic sites
- 4.3 Understanding and promoting emergency procedures such as fire and earthquake response and evacuation in accordance with statutory requirements
- 4.4 Accurately reporting all events, accidents and incidents including near misses and also participating in prevention strategies
- 4.5 Ensuring that the clinics are opened and closed in a manner that maintains your security and that of the premises

Initials: _____

KRA 5: Quality assurance

To implement quality assurance practices that keeps the work environment healthy and safe for all kaimahi and the whānau

- 5.1 Participate in clinical supervision on a regular basis
- 5.2 Maintain personal professional indemnity insurance and an Annual Practising Certificate if applicable
- 5.3 Uphold all policies, practices and procedures within Te Oranganui including those for dealing with conflict, violence and abuse
- 5.4 Undertake regular self-audits of your practice to identify any gaps, improvements or achievements
- 5.5 Participate in research, evaluation and health needs assessment initiatives within the service speciality as appropriate

GENERAL PROVISIONS

- Actively participate in Te Oranganui kaupapa activities including attending hui, karakia, whakawhanaungatanga, waiata sessions, organisational events etc;
- Uphold the principles of Whānau Ora – working across teams and functions; acknowledging the unique skills and abilities all kaimahi bring
- Ensure you maintain an accurate and up to date understanding of Te Oranganui policies and that you uphold these at all times;
- Ensure the health & safety of yourself as well as others in your working environment, upholding organisational health and safety policies and procedures at all times;
- Proactively promote Te Oranganui in a positive light in all activities
- Actively participate in ongoing professional development
- Maintain confidentiality at all times

The above statements are intended to describe the general nature and level of work being performed by the job holder. They are not construed as an exhaustive list of all responsibilities, duties, or skills required of the job holder. From time to time, personnel may be required to perform duties outside of their normal responsibilities as needed.

Initials: _____

PERSON SPECIFICATION

Knowledge/Experience/Qualifications

- Relevant healthcare qualification i.e Registered Nurse
- Current Practicing Certificate
- Immunisation Certified or willing to undertake
- CPR Trained or willing to undertake
- COVID-19 Vaccinator trained or willing to undertake

Personal Attributes & Skills

- A commitment to ongoing education
- An interest in primary health
- Ability to communicate effectively at all levels
- Non-Smoker – or full commitment to remain smoke-free during the hours of work;
- Zero tolerance towards family violence
- Committed to empowering and supporting whānau;
- Have strong communication skills;
- Have good judgement and analysis;
- Commitment to whānau, hapū and iwi;
- Act in a responsible, ethical and accountable way;
- Respectful, cooperative & supportive in all dealings;

Physical Attributes – Clinician

- Must be able to function in ever changing and demanding conditions when required.
- Hearing and speech sufficient to communicate clearly with patients and co-workers, monitor patient status and equipment, recognise impending emergencies relating to patients and equipment.
- Must be physically fit as the work is physically demanding, involving standing, walking, sitting, stretching, frequently. (Stature extremes may increase hazard of shared activities).
- A high level of mental concentration is required.
- Visual to read accurately, write/record in a legible manner and operate equipment, safely administer medications, monitor equipment and patient status enabling accurate performance of essential job duties

Other requirements of this position

- Current clean, full NZ driver license
- Must be able to pass Te Oranganui's background check process