

Position Description

Employment Agreement:	Individual Employment Agreement/NZNO
Position Title:	Nurse Practitioner
Service & Directorate:	Mental Health, Addictions, and Intellectual Disability Directorate
Location:	Dunedin/Invercargill
Reports to:	Line manager
Number of direct reports:	No direct reports
Date:	August 2021

Our Vision

Better Health, Better Lives, Whānau Ora

We work in partnership with people and communities to achieve their optimum health and wellbeing
We seek excellence through a culture of learning, enquiry, service and caring

Our Shared Values and Behaviours

Kind <i>Manaakitanga</i>	Open <i>Pono</i>	Positive <i>Whaiwhakaaro</i>	Community <i>Whanaungatanga</i>
Looking after our people: We respect and support each other. Our hospitality and kindness foster better care.	Being sincere: We listen, hear and communicate openly and honestly. We treat people how they would like to be treated.	Best action: We are thoughtful, bring a positive attitude and are always looking to do things better.	As family: We are genuine, nurture and maintain relationships to promote and build on all the strengths in our community.

Our statutory purpose

To improve, promote and protect the health of our population

- Promote the integration of health services across primary and secondary care services
- Seek the optimum arrangement for the most effective and efficient delivery of health services
- Promote effective care or support for those in need of personal health or disability support services
- Promote the inclusion and participation in society and the independence of people with disabilities
- Reduce health disparities by improving health outcomes for Māori and other population groups
- Foster community participation in health improvement and in planning for the provision of and changes to the provision of services.
- Uphold the ethical and quality standards expected of use and to exhibit a sense of social and environmental responsibility.

PURPOSE OF ROLE
<p>The Nurse Practitioner will be expected to deliver, independently, accessible and high-quality effective health care that is fully coordinated and integrated with other health services within the primary sector and the Provider arm.</p> <p>The primary goal for the Nurse Practitioner will be to assist in improving client health and reducing health inequalities and clinical risk for service users with identified high risk and complex health needs by:</p> <ul style="list-style-type: none"> • Providing consultancy, clinical leadership, and skilled advanced nursing practice in line with the NP competencies to assess, diagnose and treat health service users in the Southern DHB • Actively work on strengthening partnerships/alliances with NGOs, General Practice teams and other community services by providing specialist consultation and liaison services aimed at increasing their capability to deliver quality treatment to achieve positive outcomes to health service users. • Development of alternative models of care for service users with identified high and complex needs • Demonstrating advanced nursing leadership and mentorship to RN colleagues, multidisciplinary teams, and community health worker. <p>Delivering on the objectives of the national health strategy documents by improving access, outcomes, reducing health disparities and reducing duplication of services provides clinical leadership and develops and influences education, policies and clinical standards at a service, local and national level for specialty population group and Nurse Practitioner issues.</p>

Competencies

The following competencies apply to this position. The employee will be assessed against these as part of their annual performance and development review.

Organisational Competencies	
Customer Focus	Is dedicated to meeting the expectations and requirements of internal and external customers; gets firsthand customer information and uses it for improvements in products and services; acts with customers in mind; establishes and maintains effective relationships with customers and gains their trust and respect.
Integrity and Trust	Is widely trusted; is seen as a direct, truthful individual; can present the unvarnished truth in an appropriate and helpful manner; keeps confidences; admits mistakes; doesn't misrepresent him/herself for personal gain.
Drive For Results	Can be counted on to exceed goals successfully; Is constantly and consistently one of the top performers; very bottom line oriented; steadfastly pushes self and others for results.
Managing Diversity	Manages all kinds and classes of people equitably; deals effectively with all races, nationalities, cultures, disabilities, ages and both sexes; hires variety and diversity without regard to class; supports equal and fair treatment and opportunity for all.
Role Specific Competencies	
Interpersonal Savvy	Relates well to all kinds of people, up, down, and sideways, inside and outside the organization, builds appropriate rapport, builds constructive and effective relationships, uses diplomacy and tact, can diffuse even high-tension situations comfortably.
Problem Solving	Uses rigorous logic and methods to solve difficult problems with effective solutions, probes all fruitful sources for answers, can see hidden problems, is excellent at honest analysis, looks beyond the obvious and doesn't stop at the first answers.
Managing Diversity	Manages all kinds and classes of people equitably, deals effectively with all races, nationalities, cultures, disabilities, ages and both sexes, hires variety and diversity without regard to class, supports equal and fair treatment and opportunity for all.
Decision Quality	Makes good decisions (without considering how much time it takes) based upon a mixture of analysis, wisdom, experience, and judgment, most of his/her solutions and suggestions turn out to be correct and accurate when judged over time, sought out by others for advice and solutions.

KEY RELATIONSHIPS	
Within Southern DHB	External to Southern DHB
<ul style="list-style-type: none"> Executive Director of Nursing and Midwifery 	<ul style="list-style-type: none"> Relevant local, regional, district, and national groups
<ul style="list-style-type: none"> Nurse Director 	<ul style="list-style-type: none"> Health care providers
<ul style="list-style-type: none"> Nurse Managers 	<ul style="list-style-type: none"> Health care patients/consumers
<ul style="list-style-type: none"> Service Managers 	<ul style="list-style-type: none"> National specialty groups
<ul style="list-style-type: none"> Charge Nurse Managers 	<ul style="list-style-type: none"> Relevant professional colleges of nursing and midwifery
<ul style="list-style-type: none"> Clinical Leaders 	<ul style="list-style-type: none"> Nursing Council
<ul style="list-style-type: none"> Nurse Educators 	<ul style="list-style-type: none"> Tertiary education providers
<ul style="list-style-type: none"> All nursing and midwifery staff including other NPs 	
<ul style="list-style-type: none"> Allied Health 	
<ul style="list-style-type: none"> Medical staff 	
<ul style="list-style-type: none"> Clinical support staff 	
<ul style="list-style-type: none"> Infection Prevention and Control 	
<ul style="list-style-type: none"> Occupational Health and Safety 	
<ul style="list-style-type: none"> Cultural teams 	
<ul style="list-style-type: none"> Community and Family Advisors 	

PERSON SPECIFICATION

The expertise required for a person to be fully competent in the role. Position specific competencies:

	ESSENTIAL	DESIRABLE
Education and Qualifications (or equivalent level of learning)	<ul style="list-style-type: none"> Nurse Practitioner registration 	
Essential Criteria	<ul style="list-style-type: none"> Be registered with the Nursing Council of New Zealand as a Nurse Practitioner Hold a current Nursing Council of New Zealand annual practicing certificate. Current Driver's license 	
Experience	<ul style="list-style-type: none"> Experience and credibility with the health care team as a professional resource in specialty/practice area. Networking effectively in area of specialty/ practice. Demonstrated ability to articulate evidence-based expertise to a Multidisciplinary Team. Minimum of 5 years practice within the defined scope of clinical specialty/practice. Establish clinical standing/credibility in and beyond nursing. 	
Knowledge and Skills	<ul style="list-style-type: none"> Exercise independent nursing judgement, apply advanced assessment skills, initiate appropriate clinical interventions, evaluate 	

	<p>outcomes, advise others and provide sound rationale for actions in area of specialty/practice.</p> <ul style="list-style-type: none"> • Work independently and in the interdisciplinary team, using evidence-based practice and international best practice, in area of specialty. • Initiate health promotion activities to encourage productive health behaviors and foster the strengths and potential of patients/consumer and staff. • Be a professional leader and role model, with proven ability to inspire, motivate and develop others, in area of specialty. • Be champions for and promote the profession of nursing. • Contemporary evidence-based practice/research in area of specialty • Current issues for nursing and health in NZ and international context. • Current government policies, codes, guidelines, and legislation impacting on area of specialty. • Current nursing professional standards and codes. • Southern DHB current vision, goals and objectives. • Principles of the Treaty of Waitangi and biculturalism. 	
<p>Fitness</p>	<ul style="list-style-type: none"> • A reasonable level of fitness is required to cope with the demanding physical requirements of the job. The following denote the key physical requirements for the position: standing, walking, bending, sitting, stairs, simple grasping, fine manipulation, operating machinery/equipment, lifting, overhead reaching, carrying, pushing/pulling, twisting, climbing/balancing, crouching/squatting, manual handling of people, other reaching, and ability to participate in personal restraint if required. 	

KEY RESULT AREAS:

Key Accountabilities:	Example of successful delivery of duties and responsibilities
<p>Clinical practice and performance Consistent with Nurse Practitioner competencies 2 (clinical) and 4 (prescribing) demonstrating advanced practice that is autonomous and collaborative</p>	
<ul style="list-style-type: none"> • Is demonstrating advanced clinical practice and decision-making processes with population group when: • Assessing the client’s health status/needs • Ordering/using and interpreting diagnostic tests • Making differential and definitive diagnosis • Decision making is based on an advanced level of clinical judgment, scientific evidence, critical reasoning and client determined outcomes • Implements appropriate interventions based on a systematic decision making process 	<ul style="list-style-type: none"> • Scope of Practice documented & Peer Attestation attesting to advanced NP level of clinical skills and performance of interventions relevant to clinical population. This includes having: • Demonstrates the ability to manage complex clinical situations (evidence of cases reviewed) • Evidence of a recent practice innovation • Described how best practice is supported, role modelled and developed • Accepts responsibility for all aspects of clinical decision-making

<ul style="list-style-type: none"> • Uses a formal approach to monitor and evaluate client responses to interventions • Co-ordinates and supports the transition back into the community clients who have required an in-patient assessment. • Rapidly anticipates change • Demonstrates an extensive knowledge base in the area of speciality area. • Demonstrate culturally safe practice • Demonstrates family involvement • Recognises limits to own practice and consults appropriately • Manages complex clients/situations • Where appropriate will undertake role of Responsible Clinician under the MHA • Role models innovative and creative practice • Consistently involves the client in decision making processes and uses client information to determine management strategies. • Undertakes ongoing professional supervision 	<ul style="list-style-type: none"> • Demonstrates a clear process for consultation and collaboration with other health professionals. • Evidence of consulting / working collaboratively with medical colleagues and other members of the MDT • Evidence of appropriate referral. • Evidence of positive shared-care arrangements/relationships • Evidence of acceptable waiting lists • Describes integration of current & appropriate philosophies/principles into practice at an advanced level (e.g., reducing stigma and social exclusion, recovery) • Evidence/ Record of ongoing supervision
Leadership	
<ul style="list-style-type: none"> • Takes leadership roles within the MDT/service to achieve positive outcomes for specific population group and nursing issues • Is available as a resource and advisor for specific population group (as defined above) and complex presentations • Provides leadership to related community services to achieve positive health outcomes for population group. • Contributes to and participates in service, local and national health initiatives for population group • Demonstrates skilled mentoring/coaching of health care colleagues/those involved in care of population group • Actively participates in education and teaching within the service aimed at providing quality nursing care and service provision • Shows leadership in professional activities such as research, scholarship and policy development • Initiates change and responds proactively to changing systems 	<ul style="list-style-type: none"> • Evidence of clinical leadership activities within team and related services • Teaching provided • Evidence of mentoring/coaching and provision of supervision • Demonstrates ability to be a resource, • Demonstrates involvement with projects/service development • Evidence of involvement in Nurse Practitioner developments at both a local and national level.
Promotes effective alliances with community service providers and has a strong preventative and health promotion perspective	
<ul style="list-style-type: none"> • Supports community services (General Practice teams, NGOs/RACFs, relevant community organisations) to develop their capacity and capabilities to manage/support population group through the provision of health education, development of management protocols and preventative approaches. • Promotes opportunities to achieve equity of health outcomes, including consideration of the impact of the wider determinants of health including emerging health policy and funding and modifies practice accordingly. • Fosters a culture of inquiry, reflection, evidence based practice/service provision and positive change 	<ul style="list-style-type: none"> • Evidence of education sessions provided to: Service; Primary Health Care Teams; Community Service Providers; Other Health Professionals • Positive attendee feedback • Pt/Service satisfaction surveys • Evidence of taking a lead role in treatment plans with community organisations • Evidence of proactive medication reviews • Evidence of comprehensive knowledge of community services and resources related to population group • Evidence of positive relationships/alliances with related community groups

<ul style="list-style-type: none"> • Initiates/Involvement in projects that will improve health of population group and nursing practice • Determines evidence-based practice through scholarship and practice. • Increases interest and activity related to research and evidence-based practice in the service. • Contributes to and participates in service development, clinical standards and policy in the specialty area. • Evaluates health outcomes of population, and in response, helps to shape nursing practice/service delivery • Demonstrates commitment to quality improvement activities within the service 	<ul style="list-style-type: none"> • Participation in evidence-based education • Attendance and presentation at conferences • Provides examples of dissemination of evidence based knowledge/literature within teams/services • Evidence of fostering a culture of inquiry, evidenced-based practice and reflection • Evidence of involvement in service and policy development based on outcomes and quality improvement initiatives within the organisation
Prescribing	
<ul style="list-style-type: none"> • Uses professional judgment and evidence based/best-practice guidelines to prescribe medications and to effectively manage drug-therapy • Demonstrates accountability and responsibility in prescribing practices • Prescribes and administers medications within legislation, codes and area of practice according to established prescribing processes and New Zealand guidelines • Works collaboratively with clients and significant others when prescribing; providing accurate medication information • Demonstrates an understanding of the use, implications, contraindications (including age related issues) and interactions of prescription medications and with any other medications. 	<ul style="list-style-type: none"> • Scope of Practice documented and Peer Attestation attesting to NP prescribing competencies, including: • Demonstration of autonomous prescribing relevant to area of practice and effective management of medications, including taking remedial action and/or referring as appropriate • Demonstration of the ability to manage complex clinical situations with appropriate collaboration with colleagues • Demonstrates an ability to limit and manage adverse reactions/emergencies/crises • Can articulate situations of drug misuse, underuse and overuse in relation to client population and what action would be taken as required • Articulates and demonstrates appropriate collaborative and educative approach when prescribing to clients and significant others • Can describe the regulatory and legislative frameworks, contractual environment, subsidies, professional ethnics and roles of key government agencies associated with prescribing.
Articulates the ethical, cultural and statutory requirements of practice and initiates/responds to changes from the internal and external environment.	
<ul style="list-style-type: none"> • Provides input into, and helps interpret requirements of new legislation/guidelines. • Supports clinicians in identifying ethical dilemmas working through a decision making framework. 	<ul style="list-style-type: none"> • Attends and provides input into and feedback from relevant committees. • Nursing specialty submissions are made in the development of relevant organisational and national policies. • Actively assess and manages clinical risk. • Assess the quality of nursing practice in the clinical setting. Collaborates on any changes required.
To demonstrate effective interpersonal relationship skills	
<ul style="list-style-type: none"> • Establishes, maintains and concludes therapeutic interpersonal relationships with patient. • Practices nursing in a negotiated partnership with the patient/consumer and family/whanau where and when possible. • Communicates effectively with patients and family/whanau and members of the health care team. • Maintains privacy and confidentiality in accordance with HIP –Code, DHB policies and procedures etc. 	<ul style="list-style-type: none"> • Communicates in an appropriate and professional manner, verbal and written. • Privacy Act, Informed Consent and Code of Rights adhered to. • Abides by NCNZ Code of Conduct and Professional Boundaries guidelines.

<ul style="list-style-type: none"> Behaves respectfully and with tolerance towards patients, colleagues and members of the wider healthcare team. 	
To participate in inter-professional health care	
<ul style="list-style-type: none"> Leads nursing and interdisciplinary groups in designing and implementing innovative, cost effective patient care and evidence-based change. Provides a primary point of contact within the speciality for patients/consumer and health professionals. Initiates referrals to other members of the health care team in a timely manner. Evaluates results of interventions using recommended criteria, revises management/ treatment and initiates timely referral/care with relevant services/agencies. Contributes to research and the dissemination of findings where possible. Contributes to the development of interdisciplinary standards of practice and evidence-based guidelines Demonstrate leadership in establishing collaborative relationships within and across departments, hospitals, primary and secondary health to promote optimal patient health and safety and continuity of care. 	<ul style="list-style-type: none"> Initiates timely referrals to other services in a timely and thorough manner. Engages in team and MDT meetings as appropriates. Initiate appropriate audit processes. Consistently leads /participates multi-disciplinary team meetings and family conferences, representing the nursing perspective of patient needs, and enacting outcomes appropriately. Leads/participate in activities which monitor/audit delivery of quality patient care e.g. Certification processes, and current or retrospective nursing audits. Engages in submission processes.
Education	
Assists in providing for the educational needs of staff within the specialised area of practice	
<ul style="list-style-type: none"> Collaborates in the development of education programmes related to the area of speciality knowledge and skill. Develops and maintains professional networks locally, nationally and internationally to maintain current knowledge of trends and developments in specialty area. Participates in collaborative educational networks to meet professional and service needs. Shares specialist knowledge and skills in formal and informal education activities and ensures that nurses are supported in their development of culturally safe practice. 	<ul style="list-style-type: none"> Participates in the educational plan for the speciality. Participates in nursing forums where relevant to area of practice. Colleagues are informed of relevant nursing professional trends and issues. Assists in evaluating educational programmes offered, that focus on the area of speciality practice, to ensure content is evidence based and reflective of current thinking. Nurses are kept informed of relevant evidence based practice and issues, including ethical issues
Provides educational support for healthcare providers and patients	
<ul style="list-style-type: none"> Disseminates specialty knowledge at both a Local and National/International level to ensure healthcare providers and consumers are informed about the service NPs provide, hence facilitating access to the speciality support they require. Shares specialist knowledge and skills in formal and informal education activities and ensures that nurses are supported in their development of culturally safe practice. Acts as a resource person for patients and health professionals. Collaborates with Nurse Educators, CNSs and line managers to identify staff training needs and to develop an educational plan to address these needs. Provides clinical guidance and mentoring to nursing and allied health colleagues. 	<ul style="list-style-type: none"> Teaching sessions are provided for health care providers e.g. general practitioners, practice nurses, staff in rural areas etc., as relevant to area of speciality. Education programmes are developed for patients/consumers to assist them to achieve their best clinical outcomes. This may include health promotion / wellness activities. Assists in the compilation of resource material for educational purposes for patients/consumer, families and healthcare professionals updating as required, to promote the sharing of current evidence-based information.
Demonstrates own knowledge and skill relevant to area of speciality practice and advanced nursing practice position	
<ul style="list-style-type: none"> Education plan is in place and pursued. Participates in annual performance appraisal. 	<ul style="list-style-type: none"> Develops and maintains a professional portfolio.

	<ul style="list-style-type: none"> Maintains own clinical competence within speciality area.
Research Promotes quality nursing care through research-based practice	
<ul style="list-style-type: none"> Relevant nursing and related research is read, critiqued and discussed as a means of supporting the development of quality nursing practice. Participates in education forums relevant to area of speciality, as agreed by line manager. 	<ul style="list-style-type: none"> Presents research which challenges practice at local and national forums. Information is communicated to staff within Southern DHB, to maximise the benefit for the patient/consumer and organisation.
Role models the application of evidence based best practice principles in own practice, and assist others in research related activities	
<ul style="list-style-type: none"> Demonstrates ability to interpret and implement research findings relevant to area of speciality practice. Provides research based clinical management options for complex clinical situations/issues. 	<ul style="list-style-type: none"> There is evidence of staff participation in research related activities where appropriate and authorised.
Treaty of Waitangi	
<p>The Southern District Health Board is committed to its obligations under the Treaty of Waitangi. As an employee you are required to give effect to the principles of the Treaty of Waitangi - Partnership, Participation and Protection.</p> <p>Committed to and practices in a way that meets obligations under the Treaty of Waitangi, giving effect to the principles of Partnership, Participation and Protection and apply these principles to practice.</p> <p>Understands cultural safety as embracing and encompassing a wide range of beliefs and ethnicities, gender, sexuality, religious beliefs.</p>	<p>Have attended cultural education training as per organisational requirements.</p> <p>Familiar with NCNZ cultural safety document.</p> <p>Works collaboratively with Pacific Island and Maori Health workers.</p> <p>Utilises cultural resources to meet patient/whanau needs.</p>
<p>The principles of Te Tiriti o Waitangi, as articulated by the courts and the Waitangi Tribunal will guide the Southern DHB response to Māori health improvement and equity. These contemporary principles include:</p> <ul style="list-style-type: none"> <i>Tino rangatiratanga</i>: Providing for Māori self-determination and mana motuhake in the design, delivery and monitoring of health and disability services. <i>Equity</i>: Being committed to achieving equitable health outcomes for Māori. <i>Active protection</i>: Acting to the fullest extent practicable to achieve equitable health outcomes for Māori. This includes ensuring that the Crown, its agents and its Treaty partner under Te Tiriti are well informed on the extent, and nature, of both Māori health outcomes and efforts to achieve Māori health equity. <i>Options</i>: Providing for and properly resourcing kaupapa Māori health and disability services. Furthermore, the Crown is obliged to ensure that all health and disability services are provided in a culturally appropriate way that recognises and supports the expression of hauora Māori models of care. <i>Partnership</i>: Working in partnership with Māori in the governance, design, delivery and monitoring of health 	<ul style="list-style-type: none"> You will be able to demonstrate an understanding of Te Tiriti o Waitangi, Māori Indigenous rights and current issues in relation to health and health equity ie: Whakamaua: Māori Health Action Plan 2020-2025. You will contribute to responding to the DHBs Te Tiriti o Waitangi commitment to deliver effective and equitable healthcare with Māori patients and their whānau. You will have the ability to incorporate Māori models of health, patient and whānau-centred models of care, and mātauranga Māori. You will have insights into your own cultural awareness and an understanding of how your social-cultural influences inform biases that impact on your interactions with patients, whānau, and colleagues. Recognising that there is an inherent power imbalance in-patient relationship and ensuring that this is not exacerbated by overlaying your own cultural values and practices on patients.

and disability services – Māori must be co-designers, with the Crown, of the primary health system for Māori.	
Health and Safety	
Foster and support commitment to achieving the highest level of health and safety, including identification and reporting of all hazards, assistance in resolving issues that may cause harm to staff, and working safely at all times.	<p>Demonstrates competence in emergency procedures, e.g. fire, and CPR.</p> <p>Completes Fire, CPR training and updates regularly as required by DHB's policies and procedures. Identifies, take appropriate action and promptly reports clinical, Occupational Safety & Health and security incidents.</p>
Quality and Performance	
<p>Maintain professional and organisational quality standards.</p> <p>Ensure delivered work is planned, delivered, and implemented consistently against quality standards.</p> <p>Continuously identify improvement opportunities to perform job in most effective manner.</p> <p>Investigate opportunities to achieve goals in a more efficient way.</p>	<p>Performance is in alignment with HR quality audit standards, organisational requirements, and professional standards.</p> <p>Satisfaction survey results indicate that staff are encouraged and supported in their work as it relates to the area of speciality practice</p>
Other Duties	
<p>Undertaking duties from time to time that may be in addition to those outlined above but which fall within your capabilities and experience.</p> <p>Act as a role model for the Southern DHB Organisational Values.</p>	<ul style="list-style-type: none"> You respond positively to requests for assistance in own and other areas, demonstrating adaptability and willingness. You produce work that complies with Southern DHB processes and reflects best practice. Research undertaken is robust and well considered. Live and support the DHB values in everything you do.
Professional Development – self	
Identifying areas for personal and professional development.	<ul style="list-style-type: none"> Training and development goals are identified/agreed with your manager. Performance objectives reviewed annually with your manager. You actively seek feedback and accept constructive criticism.
Health, Safety and Wellbeing	
Taking all practicable steps to ensure personal safety and the safety of others while at work, in accordance with the Southern DHB's Health, Safety and Wellbeing policies, procedures and systems.	<ul style="list-style-type: none"> You understand and consistently meet your obligations under Southern DHB's Health and Safety policy/procedures. You actively encourage and challenge your peers to work in a safe manner. Effort is made to strive for best practice in Health and Safety at all times.
Specialist Addiction Services:	
	<p>The primary role of the Nurse Practitioner at the Specialist Addiction Services is to work in Opioid Substitution Treatment (OST).</p> <p>Specific tasks will include writing and signing OST prescription and other medication relevant to OST client health needs.</p>

	<p>Participate in, and where appropriate lead OST MDTs</p> <p>Complete as required and routine OST clinical reviews with clients, completing required documentation</p> <p>Provide input to Rural OST clients and support Rural OST clinicians</p> <p>Develop and provide and enhanced NP focus for Central Otago and Wakatipu OST clients and staff. This is a key aspect of the NP role.</p> <p>Become a member of the SAS leadership team, which is envisaged to include the Unit Manager, Lead Clinician and DAPAANZ professional lead.</p> <p>The nurse practitioner may undertake key worker responsibilities for specific clients as considered appropriate by the MDT, however Key worker responsibilities should be secondary to the primary role which relates to clinical OST reviews and prescribing.</p> <p>The Nurse practitioner will work towards becoming a Specialist Assessor under the SACAT (2017)</p>
--	---

Note: the above example measures are provided as a guide only. The precise performance measures for this position will require further discussion between the job holder and manager.

CHANGES TO POSITION DESCRIPTION

From time to time it may be necessary to consider changes to the position description in response to the changing nature of our work environment – including technological requirements or statutory changes. This position description may be reviewed as part of the preparation for your annual performance and development review.

Acknowledged / Accepted:

.....
Employee

.....
Date

.....
Manager

.....
Date