

Position Description | Te whakaturanga ō mahi

Te Whatu Ora | Health New Zealand

Title	Communicable Disease Nurse		
Reports to	Team Leader, Communicable Disease		
Location	Queenstown		
Department	National Public Health Service – Te Whatu Ora Southern		
Direct Reports	Nil	Total FTE	1.0
Date	October 2022		
Job band (indicative)			

The Health System in Aotearoa is in a period of transformation as we implement the Pae Ora | Healthy Futures vision of a reformed system where people live longer in good health, have improved quality of life, and there is equity between all groups.

Te Whatu Ora | Health New Zealand leads the day-to-day running of the health system across New Zealand, with functions delivered at local, district, regional and national levels. Te Whatu Ora delivers a range of services including the new National Public Health Service.

The National Public Health Service brings together functions from Te Hiringa Hauora, the Ministry of Health, and public health units into a unified operational service. It works towards Pae Ora (healthy futures) for all by engaging with the wider determinants that impact on people's health and focusing on oranga/wellbeing, prevention, protection, and population-level intervention.

Te Mauri o Rongo – The New Zealand Health Charter (to be confirmed)

Te Mauri o Rongo is currently being finalised – this section provides an overview of anticipated content. In order to guide the culture, values, and behaviour expected of the health sector, Health New Te Mauri o Rongo provides common values, principles and behaviours through four Pou, to guide health entities and their workers, enabling a cultural transformation of the health sector. Te Mauri o Rongo fundamentally upholds a key system shift of the New Zealand health reforms to reinforce and embrace Te Tiriti and our obligations to it.

The pou are a platform and a foundation to empower a culture transformation, every person is guided to align themselves to the pou and enact the values and behaviours that the pou represent. Employers and employees are expected to uphold Te Mauri o Rongo in their work and environments as part of our commitment to achieving Pae Ora (healthy futures) for all.

It is fundamental that the four Pou of Te Mauri o Rongo are upheld by the health entities and their workforce.

Wairuatanga	The ability to work with heart	<i>"When we come to work, we are able and supported by others to be our whole selves. When we return home we are fulfilled".</i>
Rangatiratanga	Ensuring that the health system has leaders at all levels who are here to serve	<i>"As organisations we support our people to lead. We will know our people; we will grow those around us and be accountable with them in contributing to Pae Ora for all"</i>
Whanaungatanga	We are a team, and together a team of teams	<i>"Regardless of our role, we work together for a common purpose. We look out for each other and keep each other safe. Together we are whānaunga, we are the workforce - kaimahi hauora"</i>
Te Korowai Manaaki	Seeks to embrace and protect the workforce	<i>"The wearer of the cloak has responsibility to act/embody those values and behaviours"</i>

About the role

The primary purpose of the role is to apply expert knowledge to public health communicable disease investigations, with particular emphasis on vaccine-preventable disease and outbreaks in the community. This role applies expert knowledge directly in individual case and contact management, and provides specialist communicable disease advice to various stakeholders in the community. As a Registered Nurse – Communicable Disease, you will work closely with Clinical Nurse Specialists, Medical Officers of Health and Health Protection Officers to prevent the spread of disease within the community.

The National Public Health Service works locally, regionally and nationally, and this role will work across all levels to varying degrees. There is the opportunity to be a part of shaping the service in developing and maintaining best practice in public health communicable disease management. This role will also require travel within the district and at times across Te Waipounamu and will include running BCG vaccination clinics (training will be provided).

While this role is usually based during normal business hours, there may be instances where you may need to work outside of these hours, like in an emergency response.

Key Result Area	Expected Outcomes
Professionalism and quality	<ul style="list-style-type: none"> Provides effective clinical leadership/role modelling to other staff within and across the service and to other stakeholders to ensure that service delivery and practice standards are consistent, evidence based and complement the vision and values of Te Whatu Ora – Southern. Complies with quality-focused protocols with support from national groups (Health Quality and Safety Commission) guiding Nursing services ensuring care standards are articulated, supported, achieved, documented, and audited. Maintains clear, concise, timely, accurate and current records within a legal and ethical framework. Demonstrates literacy and computer skills necessary to record, enter, store, retrieve and organise data essential for care delivery.

	<ul style="list-style-type: none"> • Checks health consumers' level of understanding of health care when answering their questions and providing information. • Utilises effective interviewing and counselling skills in interactions with health consumers. • Establishes rapport and trust with the health consumers. • Acknowledges family/whanau perspectives and supports their participation in services. • Uphold client Privacy and Confidentiality according to the legal requirements incorporated in Te Whatu Ora Southern and Nursing Council policies. • Plays a key role in quality improvement processes in your area of work.
<p>Planning cycle: as part of the team, participate in the planning, implementation & evaluation of communicable disease work</p>	<ul style="list-style-type: none"> • Works with the team to prepare for emerging communicable disease issues. • Ensures existing Standard Operating Procedures are current and prepare new procedures where there are gaps. • Ensures that opportunities to contribute to service development and the achievement of outcomes are taken up. • Participates in regional (Te Waipounamu) and national level planning, implementation, and evaluation of communicable disease processes.
<p>Collaboration and Relationship Management</p>	<ul style="list-style-type: none"> • Builds and maintains trusted relationships with mana whenua and tangata whenua, communities, and other agencies, via networks and existing or emerging collaborative initiatives. • Work with peers in Te Aka Whai Ora Māori Health Authority and Pacific Health Business Unit to ensure the voice of and direct aspirations of Māori and Pacific People are reflected in the planning and delivery of services. • Works closely with internal and external teams to ensure effective collaboration in the implementation of disease investigation and management. • Demonstrates a comprehensive knowledge of community services and resources and actively supports service users to use them. • Collaborates with and maintains relationships with regional and national colleagues.
<p>Te Tiriti o Waitangi</p>	<ul style="list-style-type: none"> • Remains focused on the pursuit of Māori health gain as well as achieving equitable health outcomes for Māori. • Supports tangata whenua- and mana whenua-led change to deliver mana motuhake and Māori self-determination in the design, delivery, and monitoring of health care. • Actively supports kaimahi Māori by improving attraction, recruitment, retention, development, and leadership .

<p>Equity and Public Health</p>	<ul style="list-style-type: none"> • Understands the meaning and application of equity in a public health discipline. • Has an understanding of the Ottawa Charter and its relationship with Public Health Nursing. • Understands the impact of the determinants of health and addresses these accordingly. • Commits to helping all people achieve equitable health outcomes. • Demonstrates awareness of colonisation and power relationships. • Demonstrates critical consciousness and ongoing self-reflection and self-awareness in terms of the impact of their own culture on interactions and service delivery. • Willingness to personally take a stand for equity. • Supports Māori-led and Pacific-led responses. • Role models behaviour that contributes towards equity.
<p>Culture and People Leadership</p>	<ul style="list-style-type: none"> • Contributes to the support, direction, and teaching of colleagues to enhance professional development in a way that makes them feel valued in the organisation while supporting a diversity of leadership to develop Māori, Pacific and people with disabilities and others. • Demonstrates leadership that shows commitment, urgency, and innovation in a way that is transparent to their team. • Builds mutually beneficial partnerships with various stakeholders both internally and externally. • Implement and maintain People & Culture strategies and processes that support and provide an environment where employee experience, development and performance management drive the achievement of the organisation's strategic and business goals. • Ensures Business Unit culture develops in line with expectations outlined in Te Mauri o Rongo (the Health Charter once developed), ensuring unification of diverse teams whilst simultaneously supporting local cultures to be retained & strengthened. • Uses a variety of effective communication techniques and employs appropriate language to context. • Provides guidance and support to those entering as students, beginning practitioners and those who are transferring into a new clinical area.
<p>Innovation & Improvement</p>	<ul style="list-style-type: none"> • Be open to new ideas and create a culture where individuals at all levels bring their ideas on how to 'do it better' to the table. • Models workplace agility by-trying new approaches, learning quickly and adapting fast. • Develops and maintains appropriate external networks to support current knowledge of leading practices.

Health & safety	<ul style="list-style-type: none"> • Exercises leadership and due diligence in Health and Safety matters and ensures the successful implementation of Health and Safety strategy and initiatives. • Taking all reasonably practicable steps to eliminate and mitigate risks and hazards in the workplace that could cause harm, placing employee, contractor and others' health, safety, and wellbeing centrally, alongside high-quality patient outcomes. • Lead, champion, and promote continual improvement in health and wellbeing to create a healthy and safe culture.
Compliance and Risk	<ul style="list-style-type: none"> • Takes responsibility to ensure appropriate risk reporting, management and mitigation activities are in place. • Identifies own level of competence and seeks assistance and knowledge as necessary. • Accesses advice, assistance, debriefing and direction as necessary. • Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit. • Understands, and operates within, the financial & operational delegations of their role, ensuring peers and team members are also similarly aware.
Other tasks and emergency response	<ul style="list-style-type: none"> • Regularly holds BCG vaccination clinics (training will be provided). • Completes required tasks, including surge capacity tasks as part of emergency responses. • Undertakes other tasks as directed by National Public Health Service, Te Whatu Ora – Southern Manager and Team Leader(s). This may include but is not limited to extra public health duties during a public health emergency.

Role reports to:

- Team Leader – Communicable Disease, National Public Health Service, Te Whatu Ora - Southern

Relationships

External	Internal
<ul style="list-style-type: none"> • Relevant associated groups, local and regional • Healthcare providers • Healthcare patients/customers • National Specialty groups • NZNO, PSA and other relevant professional colleagues of nursing and midwifery • Nursing Council/Midwifery Council • Ministry of Health • Other Public Health Service staff from Te Whatu Ora 	<ul style="list-style-type: none"> • Team Leader • Kaitaitaki Group Manager • Clinical Director Nursing • Clinical Leaders • All Nursing and Midwifery Staff • Allied Health Staff • Nurse Educators • Medical Staff • Clinical Support Staff • Infection Prevention and Control • Occupational Health & Safety

About you – to succeed in this role

You will have

Essential:

- Be registered with the Nursing Council of New Zealand as a Registered Nurse.
- Hold a current Nursing Council of New Zealand annual practising certificate.
- Holds, currently working towards, or willing to work towards a post graduate qualification at a diploma or masters level.
- Experience in implementing Te Tiriti o Waitangi in action.
- Experience communicating with a wide range of health professionals, community organisations and health consumers.
- Advanced communication techniques such as conflict resolution, diffusion, and mediation skills.
- High level of written and verbal communication.
- Demonstrated competency in priority setting/time management.
- Demonstrated competency in effective problem solving/planning.
- Demonstrate professional accountability within the scope of practice.
- Competent computer skills.
- Current driver's licence.

Desired:

- One years' postgraduate (Nurse Entry to Practice or equivalent) experience, or be undertaking this currently.
- Competent Professional Development and Recognition Programme (PDRP) profile/portfolio or equivalent.
- Demonstrated knowledge and experience in the areas of public health nursing, primary care or community nursing.
- Authorised vaccinator (training can be provided).

You will be able to

Essential:

- Demonstrate an understanding of the significance of and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way in your role.
- Take care of your own physical and mental well-being, and have the stamina needed to go the distance.
- Able to maximise the quality and contributions of individuals and teams to achieve the organisation's vision, purpose, and goals.
- Establish and maintain positive working relationships with people at all levels within the public and private sectors, related industry and community interest groups and the wider national and international communities.
- Demonstrate a strong drive to deliver and take personal responsibility for your actions.

- Demonstrate self-awareness of your impact on people and invests in your own leadership practice to continuously grow and improve.
- Demonstrate the highest standards of personal, professional, and institutional behaviour through commitment, loyalty, and integrity.

Personal Attributes:

- Positive and friendly approach with ability to maintain ongoing courteous rapport in difficult situations.
- A personally held clarity and vision for contemporary nursing now and into the future which is patient centric.
- Demonstrated ability to rapidly assess and analyse situations and to bring robust and workable solutions to patient care.
- Demonstrated commitment to quality and continuous improvement and the achievement of nursing-sensitive quality indicators.
- Demonstrated ability to be a good listener.
- Multidisciplinary team focus.
- Patient focused.
- Empathy and respect for individuals from diverse backgrounds
- Demonstrated ability to embrace change.
- Demonstrated ability to take initiative.
- Commitment to ongoing education/ professional development.
- Honest and reliable.
- Courage to act and innovate with a commitment to contemporary nursing practice.
- Ability to establish therapeutic relationships quickly in stressful environments, often over the phone.
- Knowledge of the community and be able to form relationships with key people including NGOs, primary care and Maori and Pacific hauora organisations.

This position description is intended as an insight to the main tasks and responsibilities required in the role and is not intended to be exhaustive. It may be subject to change, in consultation with the job holder.

Acknowledged / Accepted

Employee

Date

Manager

Date