

Position Description | Te whakaturanga ō mahi Health New Zealand

Title	Professional Leader Oral Health
Reports to	Professionally - Chief Allied Health Scientific and Technical Officer; Operationally – Line Manager
Location	Southern District
Department	Chief Allied Health Scientific and Technical Officer
Direct Reports	Professional accountability for all Southern District Oral Health Therapists, Dental Therapists and Dental Assistants
Date	April 2025
Job band (indicative)	Te Whatu Ora & PSA Allied, Public Health, Scientific & Technical CA – designated role

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.

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. Health NZ 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

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>

Professional Leader

About the role

You are accountable for district-wide, discipline-specific professional leadership of the relevant Allied Health Scientific and Technical (AHST) workforce. You will lead excellence in professional governance, quality practice and professional conduct, contributing to new models of care & workforce planning/development for your profession. You will empower the profession-specific workforce to deliver contemporary evidence-based health and disability services; provide equity of health provision for Māori; improve and promote health of the population; investigate and report on health-related issues to achieve positive health outcomes. You will provide advice to and collaborate with the clinical management partnership to promote efficiency, productivity, and patient safety.

Purpose of the role:

Professional Leaders are to provide the following for their relevant discipline:

- Strategic thinking to enable innovation and creativity in your profession
- Optimise interprofessional models of care
- Enable intersectoral collaboration and/or clinical partnerships
- Oversee the credentialling of profession-specific workforce to ensure that competencies are maintained in accordance with relevant legislation
- Advise and consult on profession-specific workforce development, skill mix and career pathways
- Establish opportunities for participation and leadership experience for specific discipline experts

Key Result Area	Expected Outcomes / Performance Indicators
Collaboration and Relationship Management	<ul style="list-style-type: none"> • Builds and maintains trusted relationships with mana whenua and tangata whenua, communities, other agencies, including through networks and existing/emerging collaborative initiatives • Builds and maintains trusted relationships with communities, relevant external agencies, and key partners (e.g., education settings or businesses) • Works 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 planning and delivery of services

Te Tiriti o Waitangi	<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 evaluation of health promotion initiatives Actively supports kaimahi Māori by improving attraction, recruitment, retention, development, and leadership
Equity	<ul style="list-style-type: none"> Commits to helping achieve equitable health outcomes Demonstrates understanding of colonisation and power relationships Demonstrates critical consciousness and on-going 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 Embeds health equity assessment into practice
Innovation and Improvement	<ul style="list-style-type: none"> Is open to new ideas and creates a culture where individuals at all levels bring their ideas on how to 'do it better' to the table Models an agile approach – tries new approaches, learns quickly, adapts fast Develops and maintains appropriate external networks to support current knowledge of leading practices
Health and 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 Takes 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 client outcomes Leads, champions, and promotes 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 Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit Understands, and operates within, the financial and operational delegations of their role, ensuring peers and team members are also similarly aware

PILLARS OF PRACTICE

This role has four pillars of practice (shown in figure 1) and Te Tiriti o Waitangi principles are interwoven throughout these pillars of practice. Te Waipounamu's Allied and Public Health Career Framework | Te Anga Mahi Hauora Haumime Hauora-a-iwi describes the four pillars. key accountabilities and expected outcomes are described below.

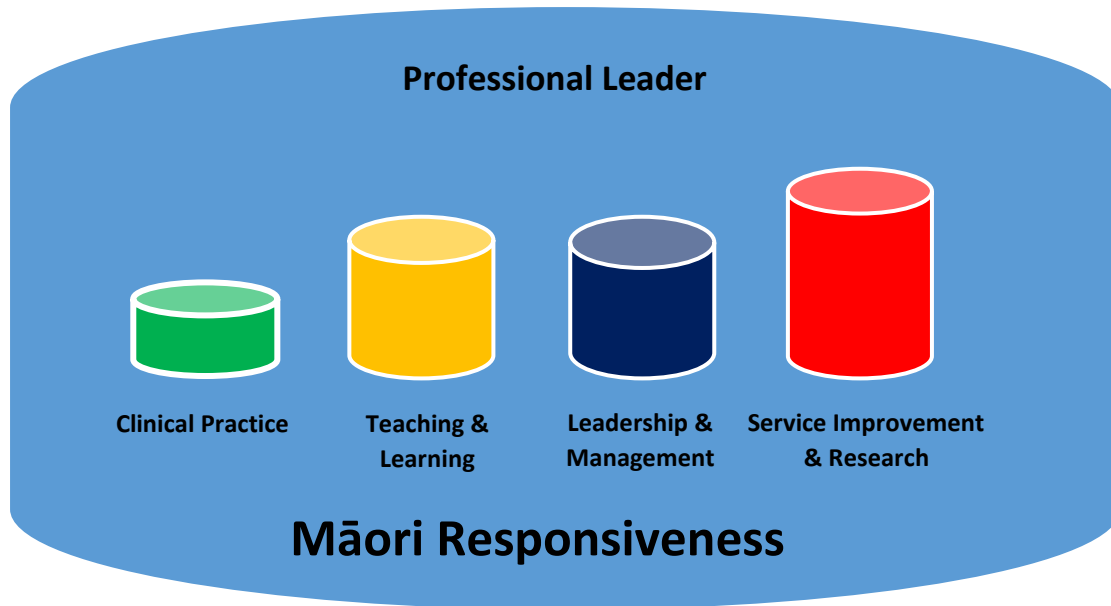


Figure 1. Visual representation of the weighting of the pillars of practice for Professional Leader role.

Key Accountabilities	Expected Outcomes / Performance Indicators
CLINICAL PRACTICE TE MAHI HAUMANU	
Clinical Practice <ul style="list-style-type: none"> Coordinate the skill mix, work force planning and practice requirements Facilitate a supportive process for staff with identified clinical/professional competency deficits in partnership with DAHs and appropriate line manager In conjunction with the DAHs, facilitate the development of clinical leadership using local expert clinicians with special interests Support clinical staff to optimise interprofessional models of practice in order to promote effective, person-centred care 	<ul style="list-style-type: none"> You participate in performance management related tasks You facilitate staff involvement in interprofessional ways of working relating to improve health outcomes You recommend local experts with special interests for AHST representative roles You provide evidence of team participation in developing and accomplishing common goals You provide evidence of collaborative practice and team education to promote person-centred care and improve health outcomes
Professional Competencies <ul style="list-style-type: none"> Maintain own professional registration requirements as directed by the legislation relevant to the incumbent's profession 	<ul style="list-style-type: none"> You maintain your professional registration You have an up-to-date professional development plan
LEADERSHIP AND MANAGEMENT TE ĀRAHI ME TE WHAKAHAERE	
Leadership <ul style="list-style-type: none"> Maintains a shared vision which is future focused, challenges the status quo and builds commitment of others to support the change journey Be realistic and ensure effective action is taken to achieve desired results, despite any constraints 	<ul style="list-style-type: none"> Ensures there is always clarity of destination – a shared vision Initiates and produces beneficial change Takes decisive action that will lead to the greatest gain

<ul style="list-style-type: none"> Identify and take action that will test and expand areas for future gains within a supportive environment Builds a positive climate and relationships of support and encouragement which allows others to achieve their potential Consistently demonstrates strong positive personal values of integrity, honesty and ethics and behaviours they expect of others Promote evidence-based best practice for improvement initiatives Be positive and proactive in relation to organisational developments, inspiring and supporting others to improve services Promote best practice and support research Work collaboratively with all members of the health care team to enhance patient care delivery Promote cost effective clinical practice <p>Recruitment</p> <ul style="list-style-type: none"> Advise on minimum clinical requirements for vacant positions Oversee and advise where necessary on recruitment Determine that all credentialing requirements are met prior to appointments Advise on salary scale placement <p>Time management</p> <ul style="list-style-type: none"> Manage own time adopting a disciplined approach to establishing and following identified role-related priorities <p>Skill Sharing</p> <ul style="list-style-type: none"> Share skills (as appropriate) with other health professionals and unregulated (assistant/ technician) workforces to enhance outcomes 	<ul style="list-style-type: none"> Uses networks and feedback to understand the climate, culture, constraints, and politics of a situation, and uses this to move forward constructively Understands boundaries of comfort zones, and consistently takes action to test and expand these Provide evidence of supporting staff, using a variety of formal and informal methods Maintain district, regional and national links <ul style="list-style-type: none"> You participate in recruitment related tasks <ul style="list-style-type: none"> Your tasks are scheduled and completed in a timely manner. <ul style="list-style-type: none"> You use recognised skill sharing processes such as the Calderdale framework to delegate parts of your practice to other team members
---	--

TEACHING & LEARNING | AKO ATU, AKO MAI

<p>External Liaison</p> <ul style="list-style-type: none"> Maintain strong links with the relevant tertiary training institutions, consistent with Southern's commitment to professional development and responsibilities for teaching and education Oversee student placements and completion of relevant documentation orientations (where applicable) Ensure documentation related to student placements is completed (e.g., unpaid staff status, safety checking requirements, identification badges issued and returned) (where applicable) <p>Practice Standards, Career Development</p>	<ul style="list-style-type: none"> You complete appropriate paperwork and submit this in a timely manner
---	---

<ul style="list-style-type: none"> • Oversee the implementation of competencies for practice as per the requirements of the relevant registration body and of legislative requirements • Ensure processes are in place to implement and monitor professional standards of all staff • Ensure there is a process in place for all staff to have an appraisal, professional development plan and clinical supervision • Facilitate the provision of high-quality education and support for staff • Collaboratively facilitate remedial performance improvement processes where performance or competency issues are identified • Advise on career progression 	<ul style="list-style-type: none"> • You adhere to AHST Credentialing Framework • You produce evidence of overseeing credentialing processes using AHST SharePoint site for Appraisals Credentialling. • You produce Profession-specific education work plans developed in partnership with the AHST Professional Development Facilitator where appropriate • You provide evidence of other processes documented as appropriate • You provide evidence of advising and consulting on profession specific career pathways • You maintain a record of career progression
---	--

SERVICE IMPROVEMENT AND RESEARCH | TE WHAKAPAI RATONGA ME TE RANGAHAU

Workforce Development & Service Delivery <ul style="list-style-type: none"> • Advise on the impact of potential professional service initiatives, considering skill mix • Identify new/different opportunities for staff in service delivery • Participate (or delegate) in clinical/management partnership in the strategic review and development of service goals where required • Participate in projects in collaboration with DAHs that enhance sector and regional health initiatives • Work with the DAHs to identify current and future staffing requirements and develop strategies to address these • Work with the DAHs to ensure professional development leave and funding are fair, consistent, and transparent 	<ul style="list-style-type: none"> • You provide evidence of partnering with other clinical and operational managers in business plans/service development initiatives/ projects for workforce development opportunities • You provide evidence of profession specific key performance indicators relating to the strategic direction of AHST Plan-on-Page
---	--

COMMUNICATION

<ul style="list-style-type: none"> • Use a variety of communication strategies when required • Establish rapport and trust with clients, stakeholders, and communities 	<p>Relevant information is relayed to the appropriate person. It is clear, concise and to the required standard.</p>
--	--

PROFESSIONAL DEVELOPMENT – SELF

<ul style="list-style-type: none"> • Identify 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.
---	---

OTHER DUTIES

- | | |
|---|--|
| <ul style="list-style-type: none"> Undertake duties from time to time that may be in addition to those outlined above but which fall within your capabilities and experience | <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 organisational processes and reflects best practice. Research undertaken is robust and well considered. You live and support Te Mauri o Rongo/The New Zealand Health Charter values in everything you do. |
|---|--|

Relationships

External

- Patients, families, and Whanau
- Tertiary training institutions (Polytechnics and Universities)
- Relevant Allied Health Professional Associations and Registration bodies
- Iwi, Rūnaka and Māori providers
- Pacific providers (NGOs, PHOs)
- Relevant networks
- Relevant national, regional and community agencies, groups, and organisations
- Unions
-

Internal

- Directors of Allied Health, Scientific & Technical
- AHST Professional Leaders
- Operational/Line Managers
- Administration Staff
- AHST Professional Development Facilitator
- Pou Taki Educator
- Other relevant Health NZ staff
-

About you – to succeed in this role

You will have

Essential:

- Experience in implementing Te Tiriti o Waitangi in action

Education and Qualifications (or equivalent level of learning)

- Hold registration as per legislative requirements relevant to your profession

Leadership Qualities

- Drive for results – initiate and build beneficial change; facilitate positive outcomes by supporting ideas of others; use own initiative for achieving future gains; and take action to achieve desired results
- Shape the future – maintain the bigger picture and endpoint view; critically analyse situations and determine solutions; use judgement and analysis to define actions for desired results
- Show character – model Te Mauri o Rongo (The New Zealand Health Charter) values expected of others; build relationships – build and demonstrate strong trust; work openly and honestly; create a positive approach to all situations; develop and maintain key relationships and partnerships
- Empower others – nurture and support the growth of others; inspire others to bring their best; get others on board and motivate them

Experience, knowledge, and skills

- Broad understanding of profession specific practice areas
- Experience of working with other professions
- Facilitation of workforce competencies for scopes of practice
- Commitment to the ideals of research, evaluation methods and evidence-based best practice and procedures
- A sound knowledge of IT systems and applications

Desired:

Education and Qualifications (or equivalent level of learning)

- Evidence of ongoing personal educational development e.g., undertaking further tertiary level education

Experience, knowledge, and skills

- Understanding and ability to embed Mātauranga Māori into practice

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 own physical and mental wellbeing, and have the stamina needed to go the distance
- Able to maximise the quality and contributions of individuals and teams to achieve Health NZ'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
- 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 Qualities

- Outstanding interpersonal and communication skills.
- Ability to network, develop key relationships and partnership
- Innovative, proactive, enthusiastic, and flexible
- Ability to problem solve
- Demonstrable peer credibility and respect

Desired:

- Formal qualification or education in relevant field
- Skills in facilitation of groups
- Programme planning, development and evaluation
- Familiarity with government, health sector priorities

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