Health New Zealand Te Pae Hauora o Ruahine o Tararua MidCentral

Position Description

Vacancy ID: 6093

Position:	Addictions Practitioner Allied Health Professional Locality Mental Health & Addictions Services
Reports to:	Locality Service Leads
Professional Accountability:	ТВА
FTE:	1.0

Organisation Context

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. It weaves the functions of the 20 former s into its regional divisions and district offices, ensuring continuity of services in the health system.

Te Whatu Ora, Health New Zealand Te Pae Hauora o Ruahine o Tararua – MidCentral (MidCentral) (previously MidCentral) provides healthcare services to over 180,000 people across the Manawatu, Horowhenua and Tararua regions. With a large hospital campus at Palmerston North, it also provides key health care and support services to neighbouring communities. We are one of the Manawatu's largest employers with over 2800 staff members.

Description of Service

Mental Health & Addictions Services - Te Mātāpuna o te Ora - The Source of Wellbeing

Te Mātāpuna o te Ora provide Kaupapa Maori and Non Kaupapa secondary mental health and addictions care for children, youth, and adults across the MidCentral Health region. Services are locality based in the Manawatu, Tararua and Horowhenua geographical areas. The service is committed to becoming increasingly Co-existing problems (CEP) capable.

Te Mātāpuna o te Ora is an idiom which relates to and recognises the important role the awa (river) plays in ensuring the holistic wellbeing of the people. Traditionally Māori acknowledged awa as tupuna, an ancestor or named them after a significant event or attribute. Awa have mana and a mauri (life-force) of their own and enhance the mana and the mauri of the people.

Role Relationships

Key functional relationships include addiction practitioner team members, MH&A Leaders, Multi-disciplinary teams (including medical, nursing, and allied health professional staff) and Administration staff.

Will work collaboratively with service users and their families/whanau, Hapu, Iwi, carers, disability services, General Practitioners, Support links (NASC), ENABLE NZ, Government agencies, ACC, Tertiary and other education providers, Accommodation

Compassionate Respectful	Courageous	Accountable
Ka whai aroha Ka whai ngākau	Ka mātātoa	Ka noho haepapa

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providers, Community support services agencies, Other District staff as required. Residential treatment providers, detox facilities and SACAT treatment facilities.

Role Purpose

This role will provide high quality mental health and addiction services to adults with moderate to severe mental health and or addiction needs in the community including support with transition to community-based care.

To demonstrate a recovery focus that underpins all activities undertaken with service users, their families/whanau, and other agencies with whom service users may be involved with.

The goals are to:

Provide coordinated care of clients inclusive of assessment, treatment planning, and individual and group interventions for clients experiencing co-existing problems or alcohol and other drug needs within the service.

To provide a high standard of mental health and addictions practice and clinical expertise, particularly working with people experiencing co-existing disorders or substance misuse and or substance dependence.

To contribute in an effective and cooperative manner within the multi-disciplinary treatment teams ensuring that an addictions perspective is present in team discussion and service user management.

Provide consultation and care planning support to other MH&A clinicians who are working with clients with addiction needs in the service.

Undertake duties for clients who are experiencing alcohol or other drug difficulties and where required to work alongside the withdrawal management team to provide support.

To be able to work autonomously, and to be able to access advice and support from the team when needed.

To take a full part in the overall service delivery, planning, education, and training objectives which are established by the team and service.

Role Responsibility

Allied Health Professional responsibilities are centred on the Key Accountabilities which are made up of the four pillars of practice and MidCentral Bicultural Model of Care (2018).

Key Accountabilities:

1. TE HIRINGA O TE MAHI HAUORA - Clinical Practice

- 2. TE ARATAKI ME TE WHAKAHAERE Leadership and management
- 3. TE WHAI I TE MATAURANGA Teaching and Learning

4. TE WHAKAPAI AKE I TE KOUNGA RANGAHAU ME TE HURINGA - Service improvement and research.

He Korowai Oranga, the Māori Health Strategy (2014) articulates three key concepts of Wai Ora, Mauri Ora and Whānau Ora; these three concepts are understood as a means

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for achieving Pae Ora (Healthy Futures). These concepts are interconnected and align with the Māori health model Te Whare Tapa Whā. Culturally responsive practice integrates the above elements to reinforce and further strengthen the strategic direction for Māori health and the advancement of healthcare for all New Zealanders. Wai Ora, Mauri Ora, Whānau Ora will be integrated by the Allied Health Practitioner into professional standards, clinical skills, critical inquiry and culturally responsive, evidencebased practice when partnering with the person, whānau and wider team.

The key accountabilities link to one or more of the Wai Ora, Mauri Ora and Whānau Ora concepts and these are identified within each accountability where:

- **Mauri Ora** (Individuals) Mauri is the concept of the life force that is instilled in people and all living things. Mauri Ora is the protection and advancement of this force for health.
- Wai Ora (Healthy Environment) Wai is literally water but in this context represents the natural environment in which we live. A healthy environment is essential for individual and collective health.
- Whānau Ora (Healthy Families) Whānau or families are the cornerstone of Māori, and indeed all people's lives. Providing care in this context ensures people are attached, grounded and empowered to advance the health of themselves, their families and wider communities.



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Compassionate			
Ka whai aroha			

Respectful Ka whai ngākau Courageous Ka mātātoa

TE TIRITI O WAITANGI OBLIGATIONS: ALLIED HEALTH PROFESSIONAL KEY ACCOUNTABILITIES

Participate in an innovative continuous quality improvement programme for Māori whanau. Promote the use of performance, quality and equity data and health outcome information to:

- · Measure and monitor best practice and health inequities
- Identify barriers to high quality, equitable care
- Identify continuous quality improvement initiatives that focus on achieving health equity, excellent health outcomes, and excellent whanau care

Ensure the professional integrity of MidCentral by carrying out all functions in compliance with Te Tiriti o Waitangi by demonstrating ongoing commitments to keeping Te Tiriti alive. Show sensitivity to cultural complexity in the workforce and develop an understanding of cultural competency with consumer and whānau populations of diversity Apply the articles of Te Tiriti o Waitangi in everyday practice:

- Article 1, Kawanatanga Partnering for mutual benefit
- Article 2, Tino Rangatiratanga Māori retain rights to their own treasures, resources and knowledge
- Article 3. Oritetanga Māori are entitled to the same rights and outcomes as that of other citizens
- Article 4. Wairuatanga Spiritual diversity is retained

Demonstrate understanding and apply Te Whāre Tapa Whā (the four cornerstones of health), te taha wairua (spiritual aspects), te taha hinengaro (mental and emotional aspects), te taha whānau (family and community aspects) and te taha tinana (physical aspects) to practice. Practice is consistent with person/whānau centred care and the principles of - Te Tiriti o Waitangi.

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KEY ACCOUNTABLIITIES			u Ora and Wai Ora	MEASURES
 Wairua Practises in accordance w professional standards of Develops and applies to p practice models in a man Takes professional respo- independently adapt and where additional clinical se Practises in partnership w supports their participatio Has an awareness of ron health and wellbeing. Demonstrates an awaren authentic meaningful rela Provide comprehensive e drug assessments, with a individualised, treatment Carries out regular clinical action to effectively mana Enables culturally approp provided for, and underst liaising through effective a spiritual unit to provide ap Completes documentatio gaining consent, treatment Actively contributes to MI coordinated multidisciplin 	practice, ethical guidel practice effective comm ner that the service use insibility for managing of make decisions regard support is required. with the service user, ac in in services. goa (traditional Māori m ess of Māori approache tionships and seeks op effective and timely asse a developing awareness plans in partnership wit al risk assessments for age identified risks with oriate patient care ensur anding of the diverse ne team coordination and a opropriate support n consistent with legal a nt plans and goals and DT teams and case con	ines and relevant leg junication and eviden er determines as cultu- wn clinical case load ing treatment / interver- knowledging whānau- nedicine) to be an effe es such as whakawha portunities to apply in essments, including a sof equity when asse h people and whānau- service users on own support as required. ing the service user a eeds of Māori and Pa advocacy with the rele- and organisational re- completes daily data	islation. ce-based best irally safe. load and be able to ention and identify perspectives and ective contributor to anaungatanga/building practice. lcohol and or other ssing and planning l. caseload and takes and whanau voice is icific populations by evant cultural and quirements, including entry.	 Demonstrates coordinated care in line with service criteria and within expected time frames Accurately logging of daily activity. Evidence of advice sought and referrals to other support services are made where further or ongoing support is required. Service user's records show ethnicity is identified and recorded correctly. Demonstrated safe practice is maintained in line with regulatory legislation, MidCentral policies i.e. infection control, risk identification, informed consent. Regular attendance and active contribution to MDT clinics, case review / conferences, service planning and professional development activities. Evidence captured in current annual review of: Service User goals include what is valuable to the individual / Whānau and meet their self-identified needs. Te Whāre Tapa Whā is evident in treatment planning. Demonstrated information and accountability for practice Shows evidence of integrating actions into own clinical practice to reduce health inequities for people and whānau. Has awareness of local, sub regional and regional situation ir relation to health and social support, and the impact on service provision.

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TE ARATAKI ME TE WHAKAHAERE -LEADERSHIP AND MANAGEMENT Whānau Ora and Wai Ora				MEASURES
Wairua	Whānau	Hinengaro	Tinana	
 Demonstrates effective tir quality. Demonstrates basic confl Legislative requirements finformation are met. Develops awareness of a wairuatanga (spirituality), Reflects on service provis Develops and fosters a por Reflects on service provis Clinical practices have be Care applied. Develops an awareness of population. A process of sharing information are met and the service provise information are met and the service provise information are met. 	ict resolution and advoc for the collection, use a nd creates opportunitie cultural considerations ion and promotes inno- positive work culture bas ion and participates in en considered and the of Kaupapa Māori servio	cacy techniques. nd storage of health an s for the practice of cu and tikanga in the pra vation. ed on MidCentral valu innovation initiatives w concepts within the Bi ces and referral pathwa	nd disability Iltural beliefs, Ictice setting. where applicable icultural Model of ays available for our	 Regular attendance and contribution at relevant department, clinical and team meetings. Example provided of identified opportunities and participation in service provision and innovation. Daily activity logged and demonstrates time allocated effectively. Example of bicultural practice included and reflected on in annual review. Has self-identified and organised own mandatory education and professional development. Supports others in bicultural clinical practice.

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TE WHAI I TE MATAURANGA -TI Ora	EACHING AND I	EARNING Whān	au Ora and Mauri	MEASURES
Ora	Whānau le ongoing develo ce through identific D) activities. This is ba New Zealand (E dents as appropria at tertiary organisa ining and learning tice setting. relopment, identify ent and treatment rent evidence and s the completion o her relevant trainin strated of all legal cedures which ma strated of the legal essment and Treat	Hinengaro pment and practice of cation of learning need should comply with the DAPAANZ) profession ate in accordance with ation / departmental g in the application of ing further learning of techniques and develor techniques and techniques and techni	Tinana f the profession. eds and Continuing e Alcohol & Drug nal body. n organisation / juidelines and Treaty of Waitangi pportunities. elopments in specific loma in mental health ents pertaining to juits of consumers esponsibilities of the	 MEASURES Practise supervision occurs as outlined in the supervision requirements of the relevant professional body (i.e., DAPAANZ). Annual review and professional development plan is initiated and occurs annually inclusive of cultural and clinical best practice. Agreed identified training / development is completed within the required time frame. Registering body professional development requirements are met. DAPAANZ registration is current and renewed as required. Essential skills training completed, presented at annual review, and maintained including TOW and CORE cultural responsiveness in practice. Education is delivered within the service related to Addictions as applicable

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Courageous Ka mātātoa

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A willingness to be considered as an Authorised Officer under (SACAT) and if approved to	
undertake that role	

TE WHAKAPAI AKE I TE KOUNGA RATONGA SERVICE IMPROVEMENT ANDRESEARCHWai Ora andMauri Ora				MEASURES
Wairua	Whānau	Hinengaro	Tinana	
 Participates/ contributes / activities. Contributes to annual plar contributing or leading wo Recognises and develops and takes the appropriate whānau and staff 	nning process, includin rk / projects that may r an understanding of c	g identifying gaps in se esult from the planning ultural risk for service u	ervice and process. users and whānau	 Demonstration of an awareness of service plan and DHB values. Actively participates in clinical governance meetings and quality improvement activities as required. Participates in sub regional and regional professional networks and initiatives as appropriate for the role. Quality Audits including documentation audits are completed and actions incorporated into practice. Demonstrates openness to change and courage in working differently. Reflects on current research in area of practice individually and in team discussions. Evidence of best practice actively sought to inform clinical practice. The care environment is adjusted to meet the service user needs. Demonstrates awareness of diversity and clinician's own limitations and looks for opportunities to increase responsiveness.

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Health and Safety				MEASURES
Wairua	Whānau	Hinengaro	Tinana	Is familiar with all policies and procedures as they affect the user the second s
Apply Health and Safety kr the Health and Safety at W legislation.	U		•	 the work environment. Ensures that safe working procedures are practised and no person is endangered through action or inaction. Is aware of and can identify hazards and take action accordingly, including preventing or minimising the adverse effects of hazards. Can apply MidCentral's emergency procedures, including use of safety equipment and materials. Ensures that all incidents including near misses are reported within the required timeframe using MidCentral's incident reporting system. Actively participates in MidCentral's health and safety programmes, through input into meetings and feedback through committee structures.

Compassionate Respectful Courageous Accountable Ka whai aroha Ka whai ngākau Ka mātātoa Ka noho haepapa **Te Whatu Ora** <u>Health New Zealand</u> Te Pae Hauora o Ruahine o Tararua MidCentral

Key Competencies

Competencies are the skills, knowledge and attributes required to be fully competent in this position. There will be a programme available for appointees to meet competencies where a need for continued development is identified.

For the purposes of selection essential competencies have been identified, and decisions will be made based on the ability of applicants to meet these:

ESSENTIAL COMPETENICES:

- Qualification in addiction studies or an undergraduate or postgraduate health degree recognised and approved by the Alcohol & Drug Practitioner Association Aotearoa New Zealand (DAPAANZ).
- Member of DAPAANZ
- A good working understanding of SACAT
- Current New Zealand driver's license.
- Acceptance of working with people with mental illness
- Commitment to service user focused care and recovery
- Ability to work independently within a multi-disciplinary team
- Effective written, oral and interpersonal communication and liaison skills.
- Ability to demonstrate decision making and systematic planning.
- Ability to work autonomously and under pressure.
- Sensitivity to cultural differences and commitment to Treaty of Waitangi principles.
- Commitment to ongoing professional development and service improvement.
- Knowledge of all relevant legislation and standards.
- Meets the statutory and organisational requirements for working with children, as per the Children's Act 2014 and MidCentral policy, including a satisfactory police check and other safety checking processes.

DESIRABLE COMPETENCIES:

- Experience/interest in working with people with mental illness
- Undergraduate clinical placements in mental health
- Demonstrated experience/interest in working from a recovery model

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Physical Attributes

Under the Human Rights Act 1993 discrimination based on disability is unlawful.

Under the Human Rights Act 1993 discrimination based on disability is unlawful. MidCentral will make all reasonable efforts to provide a safe and healthy work place for all, including persons with disability.

Every effort has been made to outline requirements clearly. If a potential applicant has uncertainties about their ability to fulfil these physical requirements, enquiry should be made whether it would be possible to accommodate a particular issue by obtaining advice from Occupational Health & Safety / Infection Control Team.

- Ability to move about and undertake necessary duties in MidCentral Health facilities or community.
- Ability to sit, bend, twist, stretch to reach heights of approximately 2 metres, lift/restrain weights up to 15 kilograms weight.
- Ability to undertake repetitive activities including writing, and use of computer.
- Manual dexterity sufficient to drive, operate computer and other office equipment.
- Hearing and speech sufficient to enable comprehensive direct and telephone communication.
- Visual ability sufficient to drive, read, observe, write/record, use equipment, including computer, enabling accurate performance of essential job duties.
- A high degree of mental concentration is required.
- Absence of a health condition which could increase appointee's susceptibility if exposed to infections more frequently than in daily living.
- Freedom from colonisation or infection with MRSA.
- The appointee's health condition should not result in undue hazard to appointee/client or others as a result of exposure to blood, body waste or infectious disease.
- Must be able to function under rapidly changing and demanding conditions.

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Conditions of Appointment

EMPLOYMENT AGREEMENT

The Collective Agreement which covers the work of this position is the DHBs/ PSA Allied, Public Health and Technical Multi-Employer Collective Agreement (Collective Agreement) which applies to employees appointed to roles that are covered by the Collective Agreement and who are members of the New Zealand Public Service Association (PSA).

NATURE AND TENURE OF APPOINTMENT

The appointment will be subject to the conditions contained in this schedule, MidCentral's policies and appropriate legislation.

The appointment is permanent but may be terminated by four weeks' notice in writing by either party. In the event of the appointee being found to have breached the organisation's code of conduct or other policies, the appointment may be terminated without notice.

SALARY

The salary for this position as per the relevant salary scale within the Collective Agreement.

Salary is proportionate to hours worked. All salary payments will be made by direct credit to a nominated bank account in the appointee's name (or jointly including the appointee's name).

HOURS OF WORK

Hours of work will be 40 per week.

If the appointment is full-time the employee shall not engage in any other business or occupation without the prior consent of the Organisation. If an appointee is engaged in other business or occupation when taking up a full-time appointment with MidCentral, and wishes to continue to participate in this other business or occupation, this must be disclosed to the hiring manager prior to accepting the appointment.

COVID-19 VACCINATION

Employees are required to be fully vaccinated against COVID-19 (two doses of a Ministry of Health approved vaccine), plus one booster. You will be required to provide evidence that have these three vaccinations prior to commencing employment.

TREATY OF WAITANGI

MidCentral is committed to its obligations under the Treaty of Waitangi. The appointee will be expected to incorporate the principles of the Treaty of Waitangi in their working practices.

EQUAL EMPLOYMENT OPPORTUNITIES

MidCentral is committed to the principles of Equal Employment Opportunities and all recruitment activities are conducted in accordance with these principles.

SMOKE FREE ENVIRONMENT

MidCentral provides smoke-free workplaces that protect the health and comfort of employees, patients/ clients, contractors, volunteers and visitors. All buildings, grounds and vehicles owned, occupied or leased by MidCentral are smoke-free. Employees are expected to promote smoke-free lifestyles and act as role models when working with patients/ clients and in the community.

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CODE OF CONDUCT

MidCentral has a Code of Conduct that sets out the standards of performance and conduct required of employees. Employees of MidCentral are also required to act with a spirit of service to the community and meet high standards of integrity and conduct as set out in Standards of Integrity and Conduct - a code of conduct issued by the Public Service Commission.

SHARED APPROACH TO WORK PRINCIPLES

It is important that MidCentral has a healthy and safe working environment in which all employees feel their contribution is valued and appreciated. The actions and behaviours below are intended to provide a guide and assist us all to develop and maintain this environment.

To be happy and proud in our work we will:

- Care for and support each other to have a safe work environment;
- Treat each other with trust and respect, recognising cultural and other differences;
- Communicate openly, honestly and act with integrity;
- Enable professional and organisational standards to be met;
- Support each other to achieve, and acknowledge contributions and successes.

MidCentral does not tolerate bullying, harassment, or inappropriate behaviour in the workplace environment.

CONFIDENTIALITY

All employees are responsible for the security of confidential and sensitive information which is held by MidCentral. All employees have a responsibility to comply with the requirements of the Privacy Act 2020 and the Health Information Privacy Code 1994 and any subsequent amendments.

It is a condition of employment for all employees that confidential or sensitive information is only accessed, used or disclosed as necessary to meet their employment or contractual obligations and in accordance with the relevant legislation, their professional obligations, and any other obligations imposed by law. Note: This does not preclude the sharing of clinical information among health professionals involved in the care or treatment of the individual on a "need to know" or consultancy basis.

Confidential information concerning a patient or client who is receiving or has received services provided by MidCentral may not be accessed by employees not involved in the care or treatment of the patient or client, and also may not be disclosed to unauthorised persons, except for those specific cases defined in relevant legislation and as per MidCentral's Confidentiality Policy.

HEALTH DECLARATION

Shortlisted applicants will be required to complete a Health Declaration form and provide this to the hiring manager. They may also be required to undergo a medical examination as part of assessing their ability to fulfil the requirements of the position.

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DECLARATION OF CRIMINAL CONDUCT AND OTHER INFORMATION

Shortlisted applicants will be required to complete a Declaration of Criminal Conduct and Other Information form and provide this to the hiring manager.

POLICE CLEARANCE/ CHECK(S)

Some appointments at MidCentral are subject to a Police Clearance which requires the applicant to complete a New Zealand Police Vetting Service Request and Consent Form. Additionally, overseas police checks may need to be applied for by the appointee if they have lived in any country other than New Zealand for 12 months or more within the last 10 years.

Shortlisted applicants will be advised of the requirement to undergo a New Zealand Police Clearance, and provide overseas police clearance/s, as required.

Notwithstanding the police clearance process upon appointment, in future all MidCentral employees may be required to undergo police and/ or other vetting procedures, and all staff will be required to participate in this process.

MidCentral reserves the right to withdraw any offer to the appointee, or if the appointee has commenced work, terminate employment, if any adverse information arises out of the police check/s.

CHILDRENS ACT 2014

Due to this role having contact with children and MidCentral's commitment to child protection, shortlisted applicants will be subject to MidCentral's safety checks' in accordance with the Childrens Act 2014 before any offer of employment is made. These checks are required periodically for existing employees in accordance with the relevant legislation.

APPLICATIONS

Applicants are required to complete an official form of application, providing names and addresses of three confidential referees* – one being the current or most recent employer or educator, and attaching a CV and cover letter. Copies of recent testimonials or any other information considered pertinent to the position may also be included.

To apply online, please visit the "Vacancies" page under "Working at MidCentral" on our website: www.midcentraldhb.govt.nz.

Any queries may be addressed to Human Resources on +64 6 350 8850 or email vacancy@midcentraldhb.govt.nz.

*Referee reports obtained or provided are subject to Section 27 (1) (c) of the Official Information Act 1982 and Section 29 (1) (b) of the Privacy Act 2020 and shall not be released or their contents disclosed to the applicant or to any person not directly involved in MidCentral's appointment and review procedures.

Compassionate Ka whai aroha Respectful Ka whai ngākau

Appendix A - MidCentral's Values and Behaviours

All employees of MidCentral will adopt the values and demonstrate the behaviours related to them of being Compassionate, Respectful, Courageous and Accountable - in the following ways:

COMPASSIONATE - KIA WHAI AROHA

- Is responsive to the needs of people, whanau and the community.
- Strives to deliver beyond expectations and go the extra mile.
- Shows concern for others and offers proactive and timely assistance and support to others.
- Is empathetic and mindful of others and sensitive to their feelings.
- Creates an environment where others feel safe and supported, encouraging them to contribute and share their views and perspectives.

RESPECTFUL – KIA WHAI NGĀKAU

- Shows politeness, admiration and honour to others and does not cause offence.
- Actively listens when someone is speaking and shows value for other peoples' perspectives.
- Genuinely engages and listens to others and considers their views while making decisions.
- Is inclusive of diverse perspectives and the cultural beliefs of others and actively seeks to improve own knowledge.
- Recognises team member strengths and development needs, and coaches them to maximise their potential.

COURAGEOUS – KIA MĀTĀTOA

- Speaks up when things are not right.
- Is adventurous in search of feedback and is open to feedback.
- Puts organisational interests ahead of their own.
- Speaks up when they have to contribute or when other's behaviour is inconsistent with the MidCentral's values.
- Champions innovative ideas in the team, and on behalf of the team.
- Is willing to question accepted approaches and processes and open to challenge.

ACCOUNTABLE – KIA NOHO HAEPAPA

- Acknowledges and assumes responsibility for their actions and does not blame others when things go wrong.
- Strives for excellence and delivers high quality care that focuses on the needs of the consumer and whānau.
- Is innovative and strives for quality and excellence.
- Following through on conversations saying what you will do and doing what you say.
- Is able to intervene effectively when progress against budgets, plans or projects is off track.
- Is committed to rapid resolution of complaints, problems and issues.

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Appendix B – MidCentral's Strategy



Compassionate Ka whai aroha Respectful Ka whai ngākau Courageous Ka mātātoa

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DECLARATION

I certify that I have read this position description and reasonably believe that I understand the requirements of the position. I understand that:

- a) The position description may be amended by the employer only after discussion and agreement following reasonable notice to me.
- b) I may be asked to perform other duties as reasonably required by the employer in accordance with the conditions of the position.

Position holder's name:	
Position holder's signature:	
Managers Name:	
Manager Signature:	
Date of signing:	