

POSITION DESCRIPTION



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Health New Zealand, Te Tai o Poutini West Coast is committed to the principles of Te Tiriti o Waitangi | Treaty of Waitangi and the objectives of all New Zealand Health and Disability strategies. This commitment prioritises meaningful engagement with Tangata Whenua at strategic and operational service levels and recognises that all staff have a responsibility to help eliminate disparities in health outcomes between Māori and non-Māori.

Position Title:	Nurse Educator	
Reports daily to:	Nurse Director (Workforce)	
Key Relationships:	Internal: <ul style="list-style-type: none">All Health New Zealand Te Tai o Poutini nurses, including Enrolled, Registered, and Student NursesClinical Nurse ManagersClinical Nurse SpecialistsDirector of NursingInterprofessional teamLearning & DevelopmentNurse ManagersQuality TeamRural Learning CentreSenior NursesHealth New Zealand Te Tai o Poutini Workforce Development Team	External: <ul style="list-style-type: none">External health care providers (i.e. Aged Residential Care, Health New Zealand, Te Aka Whai Ora, Primary Health Organisations).National and international professional/specialty groupsNursing Council of New ZealandSouth Island Alliance/South Island Regional Training HubTertiary education providersTransAlpine
Role Purpose:	<p>The Nurse Educator is an acknowledged nursing leader for Te Tai o Poutini and functions at an advanced clinical practise level to promote nursing excellence within Te Tai o Poutini health services by:</p> <ul style="list-style-type: none">Positively influencing patient outcomes by enabling evidence-based nursing care through acquisition and maintenance of appropriate knowledge and skillsPreparing, supporting, and enabling Te Tai o Poutini nurse workforce by developing, delivering, and evaluating prioritised education and training programmes that align with standards determined by relevant regulatory bodiesActing as a professional role model, mentor, and specialist resource person	
Complexity:	<p>Most challenging duties typically undertaken, or most complex problems solved:</p> <p>The Nurse Educator works with the entire professional spectrum of nurses, to promote effective, evidence-based nursing practice that is appropriate to the entire care continuum. This involves developing, delivering, informing, and evaluating formal and informal education and training in alignment with Te Tai o Poutini policies and procedures, as well as:</p> <ul style="list-style-type: none">Current nursing competencies and standardsRelevant nursing scopes of practice <p>The Nurse Educator works inter-professionally and in collaboration with key stakeholders to ensure education and training programmes are delivered to an exceptional standard and are also effective.</p> <p>The Nurse Educator is a change leader and can facilitate changes in clinical and professional practice as appropriate.</p>	

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ORGANISATIONAL VISION & VALUES:

Our vision is for an integrated West Coast health system that is clinically sustainable and fiscally viable; a health system that wraps care around a person and helps them to stay well in their community.

All activities of Health New Zealand, Te Tai o Poutini West Coast reflect the values of:

- Manaakitanga – caring for others
- Whakapapa – identity
- Integrity
- Respect
- Accountability
- Valuing people
- Fairness
- Whanaungatanga – family and relationships
- Pono - truth

He mihi

E ngā mana
E ngā reo
E ngā iwi o te motu
Tēnei te mihi ki a koutou katoa

He whakatauki

Ko tau rourou, ko taku rourou, ka ora ai te iwi
With your contribution and my contribution, we will be better able to serve the people.

KEY ACCOUNTABILITIES:

The Nurse Educator is responsible for:	The Nurse Educator will be successful when:
1. Providing Nursing Leadership	<ul style="list-style-type: none">• Role models a high standard of professional nursing practice at all times• Advocates for optimal patient care in a variety of settings and the role that nurses have in contributing to this• Serves as a mentor/clinical preceptor/clinical supervisor for nurses working across the professional spectrum, as well as actual and potential nursing students (i.e. The Ara Dedicated Education Unit (DEU), new graduate nurses employed in the Nurse Entry to Practice (NETP) and Nurse Entry to Specialty Practice (NESP) programmes, Enrolled Nurses, Registered Nurses, and nurses working in senior/leadership roles)• Actively leads, supports, and participates in activities coordinated through the Workforce Development Team, including supporting the work of colleagues working within this team• Serves as a resource person for the interprofessional team, providing specialist nursing advice in informal and formal settings (i.e. in clinical departments, locally at relevant committees, and meetings, and regionally/nationally/internationally at relevant professional forums)• Takes active responsibility for identifying and introducing innovative education initiatives across clinical settings that are evidence-based and determined by: emerging clinical need, national/international trends in education, and existing strategic priorities set out by the Workforce Development Team/line manager

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	<ul style="list-style-type: none"> • Motivates clinical teams to provide optimal patient care by encouraging and enabling participation in various professional development and quality improvement activities • Maintains excellent relationships within the Workforce Development/Nursing/Interprofessional teams working internally and externally • Serves as a change leader who supports clinical teams to transition to new ways of working informed by service need and evidence-based practice • Refers all matters and concerns related to professional nursing practice to line manager and/or Director of Nursing, including: <ol style="list-style-type: none"> a. Deficiencies in quality care and professional standards b. Incidents related to patients, which may affect patient wellbeing c. Matters of noncompliance with Te Tai o Poutini's adopted policies and procedures d. Matters of unresolved staff conflict e. Security breaches and quality standards failure
2. Functioning at an advanced clinical practise level	<ul style="list-style-type: none"> • Maintains Annual Practicing Certificate and notifies line manager of any changes to scope/conditions of practice • Assumes responsibility for personal professional development, including maintenance of organisational mandatory training and core skills required of a Nurse Educator • Remains current with evidence-based practice with regards to clinical practice and clinical education • Attends relevant study days and conferences as approved by line manager • Applies new knowledge to advance nursing practice • Maintains a Designated Senior Nurse level portfolio as part of the Professional Development and Recognition Programme (PDRP) • Identifies and uses a theoretical framework and philosophy of nursing consistent with Te Tai o Poutini values and vision as a basis for nursing practice and its advancement • Has advanced knowledge regarding the Nursing Council of New Zealand's nursing competencies and performance appraisal writing standards as they relate to various nursing roles and scopes of practice (i.e. Enrolled Nurses, Registered Nurses, Registered Nurse Prescribers, Nurse Practitioners) • Advises nursing colleagues and the interprofessional team regarding the above competencies and performance appraisal writing process as appropriate • Role models culturally safe practice that reflects principles found in the Treaty of Waitangi, Tikanga Best Practice Guidelines, and Takarangi cultural competency framework • Applies advanced critical reasoning to nursing practice issues, decision making, and education delivered • Utilises recent, relevant research to: develop, review, and challenge existing policies, procedures, and clinical standards in collaboration with key stakeholders (i.e. Nurse Managers, Clinical Nurse Managers, Clinical Nurse Specialists, Workforce Development Team) • Initiates and performs timely review of relevant documents, policies, and procedures. Revised information to be signed off by the Clinical Quality Improvement Team (CQIT) and/or other key stakeholders. • Engages in research that is relevant to the Nurse Educator role

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	<ul style="list-style-type: none"> • Demonstrates competent and effective teaching skills and facilitates an environment conducive to adult learning to deliver formal and informal education sessions • Measures and achieves satisfactory feedback from education sessions delivered using a recognised framework (i.e. Kirkpatrick) • Reviews feedback received from education programmes/sessions (i.e. Nurse Entry to Practice Programme and PDRP) and works in collaboration with key stakeholders to develop and implement quality improvement plans to ensure continuous improvement • Actively contributes to quality improvement activities within the Workforce Development Team and works collaboratively to achieve 100% compliance with relevant service audit schedule(s) • Develops, informs, coordinates, and monitors clinical audit in collaboration with key stakeholders to evaluate clinical standards and patient outcomes in accordance with national and organisational standards • Demonstrates understanding of key accountabilities in monthly report provided to line manager
<p>3. Promoting nursing excellence within Te Tai o Poutini, including positively influencing patient outcomes and: preparing, supporting, and enabling Te Tai o Poutini nursing workforce</p>	<ul style="list-style-type: none"> • Serves as a resource for all nursing staff where appropriate and able • Develops an annual education plan that reflects educational priorities and organisational need and submits this to line manager • Supports staff with Nursing Council audit processes by offering current information and advice • Supports staff with performance improvement processes by providing advice regarding practice improvement based on Nursing Council competencies, and by working alongside nursing staff and relevant managers to implement this plan • Contributes to the maintenance of up-to-date training records • Contributes to the development of department orientation plans as necessary • Reviews, promotes and disseminates information regarding local and external professional development opportunities to nursing and interprofessional teams (i.e. conferences, courses, eLearning/HealthLearn, PDRP, seminars). This information is shared in a timely fashion to enable forward planning of staff rosters where possible. • Promotes access to information and tools that enable best practice nursing care (i.e. HealthLearn, Lippincott) • Reviews clinical practice and nursing education literature and makes recommendations to the librarian where appropriate • Supports colleagues and members of the interprofessional team to develop and implement ideas for practice innovations • Facilitates guided reflection/support groups/debriefing as necessary • Assists colleagues to critically evaluate their practice and that of others in relation to expected levels of practice and the Nursing Council Code of Conduct • Supports colleagues to undertake career planning and achieve goals associated with specific career pathways • Establishes relationships based on mutual goals and purposes and acts proactively to maintain these relationships • Advances local nursing practice through collaboration and research with colleagues working internally and externally • Encourages collaborative processes that are consistent with Te Tai o Poutini vision, Nursing strategies, and the needs of Te Tai o Poutini Health Systems

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	<ul style="list-style-type: none">Encourages communication and participation between teams working in the West Coast Health System, and also TransAlpine
4. Health and Safety	<p>The Nurse Educator meets the Health & Safety requirements as described in the Health and Safety at Work Act (2015) and observes all relevant Te Tai o Poutini policies and procedures. This includes:</p> <ul style="list-style-type: none">Ensuring personal safety and the safety of othersReporting any actual or potential hazards immediatelyUsing all protective equipment provided, as appropriateCooperating with the monitoring of workplace hazards and employee's healthEnsuring that all accidents or incidents are promptly reported to your line managerReporting any pain or discomfort earlySeeking advice from your line manager if you are unsure of any work practice

PERSON SPECIFICATION:

Qualifications and Experience - Essential
<ul style="list-style-type: none">New Zealand Registered Nurse with current Annual Practicing CertificateMinimum of 3 years post-registration experienceRelevant postgraduate qualification (i.e. PGCert or PGDip) or working towards sameDemonstrated advanced clinical practice competenciesComputer literacy (i.e. Excel, Microsoft word, PowerPoint)Full New Zealand driver's license
Qualifications and Experience - Desirable
<ul style="list-style-type: none">Endorsement at Designated Senior Nurse level on the PDRPEndorsed Takarangi cultural competency portfolioExperience in a range of clinical settingsExperience in clinical educationCompleted preceptor qualificationCompleted PDRP Assessor qualifications
Professional skills/attributes:
<ul style="list-style-type: none">Clinically credible, respected and person-centredCommitment to personal cultural competenceRole models and demonstrates a high level of personal competence in professional practiceDemonstrated passion and commitment to nursing education, including own professional developmentFlexible, adaptable, and embraces changeSelf-motivatedProven ability to work independently and within the nursing team, being able to plan, organise, and adapt to working within changing priorities and allocated resources

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- Ability to effectively prioritise and meet deadlines through effective management of workload
- Ability to work smart and demonstrate innovation and proactivity
- Advanced communication, interpersonal abilities, and conflict resolution skills
- Excellent writing skills

Knowledge of (but not limited to):

- Health Practitioners Competence Assurance Act (2003)
- Treaty of Waitangi and its application to health
- He Ara Oranga and the government’s response to the NZ Mental Health Inquiry
- He Korowai Oranga/Māori Health Strategy (2002)
- New Zealand Health Strategy (2023)
- Compulsory Assessment and Treatment Act (1992)
- Misuse of Drugs Act (1975) and Regulations
- Nursing Council New Zealand Code of Conduct (2021)
- Health and Disability Act
- Health and Disability Commissioner (Code of Health and Disability Services Consumer’s Rights) Regulations (1996)
- Privacy Act (2020) and Health Information Privacy Code (2020)
- Health and Safety in Employment Act (2015)

The intent of this position description is to provide a representative summary of the major duties and responsibilities performed in this job classification. Employees may be requested to perform job related tasks other than those specified.

Signed on behalf of Health New Zealand, Te Tai o Poutini West Coast

Name _____

Position _____

Date _____

**Health New Zealand,
Te Tai o Poutini West Coast**

I accept the terms and conditions as outlined in this Position Description

Name _____

Nurse Educator

Date: _____

**Health New Zealand,
Te Tai o Poutini West Coast**