

Position Description | Te whakaturanga ō mahi

Health New Zealand | Te Whatu Ora

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.

Title	Simulation Technician
Reports to	Simulation Clinical Manager
Location	Christchurch
Department	Nursing Workforce Development

Better Health, Better Care, Every Day.

Health New Zealand | Te Whatu Ora is committed to providing high-quality healthcare for all New Zealanders. We are focused on improving access to care, delivering better health outcomes, achieving national health targets, and ensuring the long-term sustainability of our health system.

We know that great healthcare starts with great people. That's why we are committed to building a high-performing, inclusive workplace where our people are supported to grow, contribute, and make a real difference for patients, whānau, and communities across Aotearoa.

About the role

The Simulation Technician, under the guidance of the Simulation Clinical Manager, provides specialist technical, operational, and educational support for simulation-based learning activities within Manawa Simulation Centre and across Health NZ Waitaha and Ara Institute of Canterbury. The role ensures simulation technologies, audio visual (AV) systems, equipment, and learning environments are prepared, maintained, and optimised to support high-quality education and training programmes, for Health New Zealand Waitaha and Ara Institute of Canterbury.

Key Result Area	Expected Outcomes / Performance Indicators
Support the delivery of simulation training programmes	- Operates, troubleshoots, and maintains simulation equipment and associated technologies - Maintains operational readiness of simulation and audio-visual systems - Ensures equipment testing, calibration, servicing, and repairs are documented and completed according to schedule
Support simulation IT requirements	- Utilises and supports Health NZ Waitaha and Ara Institute of Canterbury information systems and software to enable effective collaboration and service delivery. - Coordinates the ongoing maintenance, upgrades, and IT updates of AV equipment, simulation manikins, and associated software systems.
Assist with day to day running	Maintains the servicing, repair, and operational readiness of simulation, clinical, and AV equipment.

of the Manawa Simulation centre	• Undertakes, timely replenishment of simulation consumables, clinical supplies, and equipment. • Provides support, guidance, in simulation-based education to educators and lecturers. • Ensures all simulation equipment, resources, and learning environments are prepared and operational prior to the commencement of education sessions. • Collaborates with educational users to support simulation-based learning activities within the Manawa Simulation Centre and in clinical (in-situ) environments. • Actively participates in and contributes to weekly Simulation Centre team meetings and planning activities. • Undertakes Floor Warden responsibilities and supports emergency response procedures in accordance with organisational requirements. • Establishes and maintains effective relationships with external organisations to facilitate the loan, sharing, and utilisation of educational equipment and resources. • Contributes to quality assurance and continuous improvement activities, including the development, review, and enhancement of simulation procedures, systems, and practice
Access and Outcomes	• Supports efforts to improve access to services and achieve better outcomes for the communities we serve. • Uses evidence and insights to identify barriers and opportunities for improvement. • Contributes to inclusive, responsive, and effective service delivery.
Te Tiriti o Waitangi	• Demonstrates a commitment to understanding and applying Te Tiriti o Waitangi in a practical and appropriate way. • Supports initiatives that improve outcomes for Māori and strengthen relationships with Māori partners and stakeholders. • Contributes to an inclusive workplace that values diversity and supports the attraction, development and retention of Māori employees.
Health & safety	• 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 patient outcomes. • Leads, champions, and promotes continual improvement in health and wellbeing to create a healthy and safe culture.
Compliance and Risk	• 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 & operational delegations of their role, ensuring peers and team members are also similarly aware.

Matters which must be referred to your manager

- Employees are expected to escalate matters early to ensure patient safety, service, continuity and compliance with organisational and legislative requirements.

Relationships

External	Internal
• Ara Institute of Canterbury • University of Canterbury • Nurse Maude • Burnham Military Camp • St John's Ambulance • Private healthcare partners • Training equipment supply representatives • National Health New Zealand	Health NZ Waitaha clinical services and departments including but not limited to: • Medical Physics • Bio-Medical Engineering • Nursing Workforce Development • Professional Development Unit • Medical Education Unit • Quality and Safety

About you – to succeed in this role

You will have

Essential:

- Relevant tertiary qualification in Information technology, health science, engineering, AV technology education technology, or related field, or equivalent experience
- An interest in simulation and knowledge of the health sector
- Excellent IT skills
- Effective listening, communication, and interpersonal skills
- Ability to work under pressure and solve problems quickly
- Ability to work both independently and collaboratively

Flexible and adaptable to working early mornings, evenings, and weekends on a need's basis

Desired:

- Healthcare and/or educational institution experience - or related sector
- Knowledge and experience with audio/ visual equipment
- Experience in provision of simulation-based education

You will be able to

Essential:

- Deliver results through effective planning, sound judgement, and personal accountability.
- Build trusted relationships and works collaboratively to achieve shared goals.
- Communicate clearly and adapts their approach to different audiences and situations.
- Demonstrate curiosity, adaptability, and a commitment to continuous improvement.

- Maintain high standards of professionalism, integrity, and ethical behaviour.
- Contribute to a positive, inclusive, and safe working environment.
- Take responsibility for their own development and supports the development of others where appropriate.