

SOUTHERN RANGITIKEI HAOURA POSITION DESCRIPTION

Position	Tāpuhi-a-Hāpori (Community Registered Nurse)
Direct Report to:	Day to day operations Kaitātaki Ratonga Haumanu - Clinical Services Team Lead
Scope of Practice	Registered Nurse
Working relationship:	<p>INTERNAL: Reception and Administrative Staff Manager General Practitioners Nurse Practitioners Kaiāwhina Whānau Ora Other non-regulated staff members</p> <p>EXTERNAL: Patients, whānau, and community Te Rūnanga o Ngā Wairiki Ngāti Apa kaimahi Whanganui Regional Health Network staff Visitors/Manuhiri Iwi Practice Providers Other visiting Health Providers Hospital and Community Services Te Whatu Ora</p>
Staff responsibility:	Nil
Job purpose	<p>All members of the SRH workforce must be able to demonstrate the ability to consider & deliver a service that addresses the health needs of patients and their whānau across the continuum of care. It is encouraged that service delivery is underpinned by a whānau ora centred approach that encompasses the wellbeing journey of both patient and whānau.</p> <p>The Registered Nurse – Rural Practice & Community plays a vital role in delivering holistic, equitable, and culturally safe healthcare services within a rural setting. This role is designed to bridge clinical practice with community outreach, supporting individuals and whānau across the spectrum of health and wellbeing. Operating both within Stewart Street Surgery as a Practice Nurse and in the wider community as a Community Nurse, this position demands a high level of clinical competence, adaptability, and cultural responsiveness.</p> <p>The nurse will work both autonomously and collaboratively to assess, plan, implement, and evaluate nursing care for people across the lifespan. A strong emphasis is placed on delivering care that integrates both physical and mental health, recognising the</p>

interconnectedness of wellbeing in rural and Māori communities. This includes working understanding Orders, delivering care in people's homes, and supporting kaupapa Māori initiatives that promote Whānau Ora.

This position is key to improving health equity by removing barriers to access, offering flexible service delivery, and actively engaging with whānau in ways that reflect their values and aspirations. The nurse will contribute meaningfully to a multidisciplinary team, including Te Rūnanga o Ngā Wairiki Ngāti Apa's Te Kotuku Hauora Health Services, to ensure care is coordinated, strengths-based, and aligned with Te Tiriti o Waitangi obligations.

This role offers the opportunity to make a real difference in rural health outcomes while developing deep connections with the community, building trust, and empowering whānau to achieve their own health goals

WHO ARE WE?

Te Rūnanga o Ngā Wairiki – Ngāti Apa and its associated Group of entities has responsibilities to work with our whānau, hapū and Iwi to protect Ngā Wairiki – Ngāti Apa values for the environment, as well as to lead an iwi response to climate change and protecting and growing remaining biodiversity within the rohe. We work in alignment with our tikanga values, called “Ngā Paiaka Matua”. These values are listed in the next section.

The Rūnanga has operated since 1989, and has made significant gains, including the completion of Treaty settlements, which has seen an asset base returned to the Iwi, the management of which has been delegated to Ngā Wairiki – Ngāti Apa Developments Limited. The iwi has experienced considerable growth since 2011 when Treaty assets were received. The Rūnanga is growing in staffing and development and has a range of direct local investments taking shape. At the same time, the Group is growing in its range of social and taiao programmes aligned to the direct investments and asset development.

Our core strategic themes are:

- Whakarato – serve
- Tūhono – engage
- Hapū Ora – hapū development
- Tiaki – protect
- Whakatupu – grow

Our promise: We are who we say we are, and we do what we say we will do.

Our organisational objective: To translate our core values, Ngā Paiaka Matua, into meaningful and achievable practices and behaviours.

NGĀ PAIAKA MATUA

<p>Manaakitanga <i>Care and Respect</i></p>	<p>Treating people with unconditional care and respect. This behaviour will define the culture of our Rūnanga, as a place of warmth and hospitality, where everyone feels equal, and everyone feels welcome. Mana enhancing behaviour is to be a theme in all that we do.</p>
<p>Te Reo me ngā Tikanga</p>	<p>Our Rūnanga will teach, learn, uphold and use our reo and our tikanga and will become a hub for the revitalisation of these taonga tuku iho.</p>

<i>Culture and Language</i>	
Kotahitanga <i>Unity</i>	Working with others in many shapes and forms to achieve positive outcomes for everyone. This Rūnanga will value relationships and partnerships, and will continually put sustainable positive outcomes for whānau, hapū and community ahead of self interest in everything that we do.
Wairuatanga <i>Spirituality</i>	It is understood that our ancestors were deeply spiritual people. Our Rūnanga will uphold tikanga that accommodates karakia and practises from both the te ao tawhito (pre-European) and Christian foundations handed down by our tupuna. Additionally, our Rūnanga will be a place of spiritual and religious tolerance and freedom.
Whanaungatanga <i>Sense of family connection and belonging</i>	This Rūnanga is a place where our whānau, hapū and Iwi, local Māori, Pasifika and the community at large are drawn and they feel they belong.
Kaitiakitanga <i>Guardianship</i>	Caring for our environment is the challenge of our generation. Our Rūnanga will work with our hapū to protect and enhance the physical environment in which we live in everything we are associated with. This is vital work to ensure a sustainable future for our mokopuna and generations to come.
Rangatiratanga <i>Leadership</i>	Demonstrating leadership to uphold Ngā Paiaka Matua and represent our Ngā Wairikitanga and our Ngāti Apatanga, consistent with the values of our tupuna. Rūnanga leadership will be proud, committed, passionate and authentic in all that we do on behalf of our whānau, hapū and Iwi.
Whakapapa <i>Genealogy</i>	Revered lines of descent from ancestors such as Paerangi and Ruatea and many other famous ancestors are central to our identity and our unity as Ngā Wairiki and Ngāti Apa. This Rūnanga will work with our hapū to collect, record and share whakapapa as a hub where our people can reconnect.
Ūkaipōtanga <i>Love for our tupuna whenua and wai</i>	Ancestral lands, wetlands, lakes, rivers, streams and the ocean are central to Ngā Wairiki and Ngāti Apa identity. This Rūnanga will work in a way that puts our people back in contact with their whenua and wai in a manner that fosters real love for these places. This love for our tupuna whenua and wai is to be shared with the community to foster understanding and to promote our values and identity.

General Provisions

- Actively participate in Te Rūnanga o Ngā Wairiki Ngāti Apa Kaupapa activities including attending hui, Karakia, whakawhānaungatanga, waiata sessions etc;
- Uphold the principles of Whānau Ora – working across teams and functions; acknowledging the unique skills and abilities all kaimahi bring
- Ensure you maintain an accurate and up to date understanding of Rūnanga Group policies and that you always uphold these.
- Ensure the health & safety of yourself as well as others in your working environment, upholding organisational health and safety policies and procedures at all times.
- Proactively promote Te Rūnanga o Ngā Wairiki – Ngāti Apa in a positive light in all activities
- Actively participate in ongoing professional development and in service training opportunities
- Actively participate in clinical supervision when required to
- To hold a valid PDRP portfolio or a commitment to obtain this within 6 months of employment and to be renewed at renewal date
- Demonstrates an awareness and knowledge of relevant legislation (for example – Te Tiriti o Waitangi, Code of Health and Disability, Health Practitioners Competence Assurance Act. Privacy Act, Health and Safety Act

PERSON SPECIFICATION

Essential

- New Zealand Registered Nurse (APC evidence required)
- Current CPR/Anaphylaxis certified or commitment to obtain
- Proven ability and competence to deliver the service
- Police check and VCA Workers Safety Check is completed and is of an acceptable standard
- Proof of indemnity insurance

Desirable

- Certified Independent Vaccination Authorisation.
- Commitment towards advanced nursing practice by pursuing either Nurse Prescribing or Nurse Practitioner status
- Ability to converse and understand Te Reo Māori me ngā tikanga or basic everyday use
- Current clean NZ full driver license

Personal Attributes & Skills (Working towards)

- Knowledge of tikanga o Ngā Wairiki Ngāti Apa
- Ability to analyse and assess risk
- Writing ability capable of producing reports and recommendations with clear logic
- Ability to communicate complex, sensitive and contentious information
- Good time management skills of workload

- Sound clinical and professional judgement and analysis
- Commitment to Whānau, Hapū, Iwi me Hāpori.
- Understand and practice Te Rūnanga o Ngā Wairiki Ngāti Apa values and principles that underpin the vision of the organisation.
- Ability and willingness to work positively as a member of a team

Registered Nurse
Scope of Practice Current 20 Jan 2025
(under the Health Practitioners Competence Assurance Act 2003)

Registered Nurse

Registered nurses in Aotearoa New Zealand incorporate knowledge, concepts and worldviews of both tangata whenua and tangata tiriti into practice. Registered nurses uphold and enact ngā mātāpono – principles of Te Tiriti o Waitangi, based on the Kawa Whakaruruhau framework and cultural safety, promoting equity, inclusion, diversity, and rights of Māori as tangata whenua. These concepts also relate to Pacific peoples and all population groups to support quality services that are culturally safe and responsive. Registered nurses are accountable and responsible for their nursing practice, ensuring that all health care provided is consistent with their education, assessed competence, relevant legislative requirements, and is guided by the Nursing Council of New Zealand's standards for registered nurses. Registered nurses use substantial scientific and nursing knowledge to inform comprehensive assessments, determine health needs, develop differential diagnoses, plan care and determine appropriate interventions. Interventions are evaluated to assess care outcomes based on clinical judgement and scientific and professional knowledge. Registered nurses practise independently and in collaboration with individuals, their whānau, communities, and the interprofessional healthcare team, to deliver equitable person/whānau/ whakapapa-centred nursing care across the life span in all settings. Registered nurses may also use their expertise in areas and roles such as leadership, management, education, policy and research. Conditions may be placed on the scope of practice of some registered nurses, dependent on their qualifications and/or experience, limiting them to a specific area of practice. Nurses who have additional experience and have completed the required education will be authorised by the Council to prescribe some medicines within their area of practice and level of competence. Registered nurses are responsible and accountable for directing and delegating to members of the healthcare team. Registered nurses provide support and guidance to enrolled nurses.

Registered Nurse Scope of Practice now incorporates the article of Te Tiriti o Waitangi:

- **Kāwanatanga (Governance):** Nurses foster partnerships with Māori and embrace diverse cultural perspectives in healthcare governance.
- **Tino rangatiratanga (Self-determination):** Nurses support Māori autonomy and ensure that care is inclusive of all identities and backgrounds, upholding the right to self-determination.

- **Ōritetanga (Equity):** Nurses are responsible for addressing health inequities and ensuring equal access to high-quality care for all communities.
- **Wairuatanga (Spiritual freedom):** Holistic care is essential, recognising the spiritual and cultural dimensions of health for Māori and other diverse groups.

Registered nurse standards of competence

There are six pou (standards) for the registered nurse standards of competence. These pou describe the competence required to practise safely as a registered nurse in New Zealand.

Evidence of safety to practise as a registered nurse is demonstrated when the applicant meets the following pou:

Pou one: Māori health

Reflecting a commitment to Māori health, registered nurses must support, respect and protect Māori rights while advocating for equitable and positive health outcomes. Nurses are also required to demonstrate kawa whakaruruhau by addressing power imbalances and working collaboratively with Māori.

Pou two: Cultural safety

Cultural safety in nursing practice ensures registered nurses provide culturally safe care to all people. This requires nurses to understand their own cultural identity and its impact on professional practice, including the potential for a power imbalance between the nurse and the recipient of care.

Pou three: Whanaungatanga and communication

A commitment to whanaungatanga and communication requires registered nurses to establish relationships through the use of effective communication strategies which are culturally appropriate, and reflect concepts such as whānau-centred care, kawa whakaruruhau and cultural safety. An understanding of the need for different forms of communication enables the nurse to influence the interprofessional healthcare team, advocate for innovative change where appropriate and influence the direction of the profession.

Pou four: Pūkengatanga and evidence-informed nursing practice

Pūkengatanga and evidence-informed nursing practice requires registered nurses to use critical thinking strategies informed by cultural and scientific knowledge to provide quality, safe nursing care. Evidence-informed knowledge prepares and supports the nurse to undertake assessment, differentially diagnose, identify appropriate interventions, plan care, lead the implementation and ensure that practice is constantly evaluated.

Pou five: Manaakitanga and people-centredness

Manaakitanga and people-centred care requires nurses to demonstrate the values of compassion, collaboration and partnership to build trust and shared understanding between the nurse and the recipient of care – people, whānau or communities. These values underpin acceptable and

effective decision-making related to the provision of care and appropriate interventions and ensure the integration of beliefs and preferences of people and their whānau.

Pou six: Rangatiratanga and leadership

Rangatiratanga in nursing practice is demonstrated when nurses proactively provide solutions and lead innovation to improve the provision of care. Rangatiratanga requires all nurses to act as change agents and lead change when appropriate. Fundamental to the integration of rangatiratanga is the need for nurses to act as independent thinkers and intervene, speak out, advocate and follow processes to escalate concerns on behalf of, or supporting, recipients of care or team members.

Tasks

POU	Key Performance Indicators
Tahi: Māori Health	<ul style="list-style-type: none"> • Engages in ongoing professional development related to Māori health and the relevance of Te Tiriti o Waitangi articles and principles • Advocates for health equity for Māori in all situations and contexts • Confident in challenging racism and discrimination in the delivery of nursing and health care • Uses te reo and incorporates tikanga Māori into practice
Rua: Cultural Safety	<ul style="list-style-type: none"> • Practises culturally safe care which is determined by the recipient • Can describe the impact of colonisation and social determinants on health and wellbeing • Engages in partnership with individuals, whānau and communities for the provision of health care • Advocates for individuals and whānau by including their cultural, spiritual, physical and mental health to provide whakapapa-centred care • Contributes to a collaborative team culture which respects difference, diversity, including intersectional identities, and protects cultural identity by acknowledging differing worldviews, values and practices

<p>Toru: Whanaungatanga and communication</p>	<ul style="list-style-type: none"> • Uses appropriate assessment strategies to determine the language and communication needs (verbal and non-verbal) of people, whānau and communities • Incorporates professional, therapeutic and culturally appropriate communication in all interactions • Communicates professionally to build shared understanding with recipients of care, their whānau and communities • Promotes health literacy by using communication strategies to assess health-related knowledge, provide information and evaluate understanding • Ensures documentation is legible, relevant, accurate, professional and timely • Understands and complies with professional, ethical, legal and organisational policies for obtaining, recording, sharing and retaining information acquired in practice • Uses digital and online communication as appropriate • Provides, receives and responds appropriately to constructive feedback.
<p>Whā: Pūkengatanga and evidence-informed nursing practice</p>	<ul style="list-style-type: none"> • Undertakes comprehensive assessments to develop differential diagnoses and inform the plan of care • Understands the range of assessment frameworks and uses the appropriate framework for the practice setting. • Implements and evaluates effectiveness of interventions and modifies the plan accordingly • Understands cultural preferences for treatment, such as the use of Rongoā, and supports integration into care • Demonstrates digital capability and online health literacy to support individuals, whānau and communities to use technology for managing health concerns and promoting wellbeing • Identifies, assesses and responds to emerging risks and challenging situations by adjusting priorities and escalating to the appropriate person.
<p>Rima: Manaakitanga and people-centred care</p>	<ul style="list-style-type: none"> • Demonstrates the values of compassion, collaboration and trust that underpin manaakitanga and people-centred care • Upholds the mana of individuals, whānau and the nursing profession by practising manaaki, kindness, honesty and transparency of decision-making in practice. • Ensures integrated relational and whakapapa-centred care to meet the needs of people and whānau • Facilitates opportunities for people and whānau to share their views and actively contribute to care planning, decision-making and related interventions.
<p>Ono: Rangatiratanga and leadership</p>	<ul style="list-style-type: none"> • Actively contributes to a collaborative team culture of respect, support and trust • Demonstrates understanding of professional and ethical responsibilities and adheres to the Nursing Council of New

	<p>Zealand Code of Conduct, relevant legislation and organisational policies and procedures in practice</p> <ul style="list-style-type: none">• Engages in quality improvement• Identifies and responds appropriately to risk impacting the health, safety and wellbeing of self and others to practise safely• Understands the impact of healthcare provision on global and local resources, demonstrates and supports the constant assessment and improvement of sustainability practices.
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Day to day Tasks	Expectations
<p>Daily booked patients:</p> <p>Clinic or Community Setting.</p>	<ul style="list-style-type: none"> ○ This role is split between 1–2 days per week based at Stewart Street Surgery (SSS) in a Practice Nurse capacity, and the remaining days focused on Community Nursing, supporting the wider enrolled population with a specific emphasis on Māori and Pasifika whānau, and identified Mental Health service users. ○ Providing comprehensive triage, clinical assessments, nursing management, and health education across settings. ○ Delivering a full range of general practice nursing tasks, including but not limited to: Immunisations (including outreach delivery), Cervical screening, Diabetes checks and cardiovascular risk assessments, Asthma reviews, Skin assessments and wound care, Child and adult health checks (well and unwell presentations), Injections and medication administration ○ Emergency support within the team as required ○ Actively using Medtech Evolution to record all consultations, observations, recalls, and notes, and maintaining up-to-date patient records in accordance with clinical guidelines. Proficiency with other tools such as ERMS, Medlab, and internal dashboards is also expected. ○ Working collaboratively with SSS staff, Te Rūnanga o Ngā Wairiki Ngāti Apa, and external services (including mental health and social services) to ensure wraparound, coordinated care. <i>This includes participation in clinical hui, MDTs, or case reviews where appropriate.</i> ○ Supporting the delivery of health promotion and preventative care initiatives, aligned with whānau ora and Māori models of health, to reduce inequities and build community capability in managing health. ○ Maintaining a visible and culturally safe presence in the community by building strong, trusting relationships with whānau, ensuring services are accessible, respectful, and holistic. ○ Completing all clinical tasks proactively and ensuring high standards of care, timely documentation, and accountability for quality and safety in all aspects of the role.
<p>Administrative Mahi</p>	<ul style="list-style-type: none"> ○ Proactively manage recall and pre-call processes for whānau, tamariki, and community members requiring routine or follow-up health interventions (e.g., immunisations, screenings, chronic condition checks). ○ Confidently use clinical information systems, including Medtech Evolution, ERMS, email, and any other relevant platforms or tools required for communication, data entry, or reporting.

	<ul style="list-style-type: none"> ○ Maintain timely and accurate documentation of all clinic consultations, community visits, home-based care, and phone follow-ups, ensuring all entries meet professional and organisational standards. ○ Support effective planning and workload management between practice-based and community-based days, including coordinating with team members, managing follow-ups, and adjusting for kaupapa Māori events or mobile clinics. ○ Participate in administrative duties that support service coordination, whānau engagement, and reporting, including contributing to the quality and accuracy of clinical dashboards, audits, and internal communications. ○ Utilise telehealth platforms to provide remote clinical assessments, follow-ups, and health education, ensuring accessible and continuous care for whānau in rural or hard-to-reach locations while maintaining confidentiality and cultural safety.
<p>Assessment</p>	<ul style="list-style-type: none"> ○ Demonstrate and continually develop clinical assessment skills and nursing diagnostic capabilities, appropriate to the rural, community, and primary care setting. ○ Identify at-risk individuals and whānau early, and work collaboratively to co-design appropriate, strengths-based care pathways and connect them with relevant supports. This includes applying a whānau ora approach that considers physical, mental, social, and cultural wellbeing. ○ Maintain a high level of clinical judgement and situational awareness, particularly in remote or autonomous settings, ensuring the safety of yourself, your colleagues, and the people you serve. ○ Remain calm and effective under pressure, using established risk management strategies, escalation pathways, and de-escalation skills when required. ○ Apply culturally safe assessment frameworks (e.g., Meihana Model, Te Whare Tapa Whā) when engaging with Māori and Pasifika whānau, ensuring care planning is holistic and grounded in kaupapa Māori values.
<p>Teamwork and Collaboration</p>	<ul style="list-style-type: none"> ○ Work collaboratively within both the immediate clinical team and the wider health and social services network, maintaining a strong sense of collective responsibility and respect for others' roles and expertise. ○ Build and maintain trusted relationships with local hapū, iwi, hāpori (community), hospital services, and external agencies to ensure joined-up, responsive support for whānau. ○ Contribute to a shared team culture by supporting colleagues, sharing clinical and non-clinical tasks, and being adaptable to changing team or service needs.

	<ul style="list-style-type: none"> ○ Participate in daily operational responsibilities, including ensuring clinical spaces are stocked, clean, and equipment is functioning to maintain a safe and efficient working environment. ○ Demonstrate and uphold the values of manaakitanga (care), kotahitanga (unity), and whanaungatanga (relationships) in all interactions, internally and externally.
<p>Professional development & Quality Improvement</p>	<ul style="list-style-type: none"> ○ Develop and maintain an individual Professional Development Plan in collaboration with the Kaitātaki Ratonga Haumanu, ensuring alignment with both personal learning goals and the evolving clinical and cultural needs of the service. ○ Actively engage in ongoing education, including online learning platforms, in-service training, peer learning, and external workshops, to enhance knowledge and practice across both clinic and community settings. ○ Contribute to a team culture of learning by sharing resources, reflecting on practice, and supporting others in their professional growth. ○ Work toward achieving a Professional Development Recognition Programme (PDRP) portfolio, with the aim of submission within 6 months of starting employment and maintain Nursing Council of New Zealand (NCNZ) competencies. ○ Demonstrate a commitment to kaupapa Māori development, by seeking out training and experiences that build cultural competence, strengthen te ao Māori understanding, and enhance whānau-centred care delivery. ○ Participate in ongoing quality improvement activities, including audits, data analysis, and service evaluations, to identify opportunities for enhancing patient outcomes, safety, and the overall effectiveness of health services. ○ <i>Actively engage in professional development aimed at advanced nursing practice, including pursuing qualifications and competencies for nurse prescribing or Nurse Practitioner (NP) certification.</i>

Physical Attributes

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

Southern Rangitikei Hauora will make all reasonable efforts to provide a safe and healthy workplace 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 the Whanganui Regional Health Network CE, WRHN Strategic Development Manager.

- Must be able to function in rapidly changing and demanding conditions when required.
- Hearing and speech sufficient to communicate clearly with patients and co-workers, monitor patient status and equipment, recognise impending emergencies relating to patients and equipment and hear emergency alarm.
- Ability to wear face masks and rubber gloves for protection against infectious disease.
- Absence of a health condition which could increase appointee's susceptibility if exposed to infections more frequently than usual
- Skin condition should allow frequent contact with water, soap/disinfectant soap, chemicals and latex rubber.
- Skin should not be fissured, scaly, cracked on hands, forearms, face or neck.
- The appointee must not have a health condition that will put others at risk.

The above statements are intended to describe the general nature and level of work being performed by the job holder. This job description is not intended to be an exhaustive list of all responsibilities, or skills required of the job holder. From time to time, the job holder may be required to perform duties outside of their normal responsibilities as needed.