

JOB DESCRIPTION

Education Services Division



Nurse Clinician – Health Centre

Position: Permanent; 25 hours per week; 40 weeks per year

BACKGROUND INFORMATION

Christchurch Polytechnic Institute of Technology (CPIT) is the largest South Island ITP (Institute of Technology and Polytechnic). The institute has two centrally located large campuses in Christchurch and a number of smaller learning centres around Christchurch. Emphasis is on applied learning where theoretical education is combined with a hands-on approach. CPIT prides itself on the emphasis it places on excellence - such as the increasing number of teaching awards it attracts and its achievement of high levels of recognition in educational audits - and on the many diverse and dynamic partnerships it has with industry, the community and a wide range of interest groups in the city.

CPIT welcomes approximately 30,000 student enrolments each year including both full and part-time, domestic and international, professional, paraprofessional and trades focussed. Students and staff of a myriad nationalities attend throughout the year during the day, evening or weekend. Te Wānaka o Ōtautahi (CPIT) also provides a place of belonging for those wanting to engage in te ao Māori or Fale Pasifika.

Over 1,800 staff teach and support learning in vocational programmes and courses across a comprehensive range of career and subject areas at varying levels from foundation to degrees, graduate diplomas, diplomas and certificates to short term modules and courses customised for business, industry or special interest clients.

A challenging and exciting education environment demanding responsiveness to the diverse needs of students, employers and our region makes CPIT a dynamic and engaging place in which to work.

INTRODUCTION

The Independent Nurse Clinician is a member of the CPIT Health Centre team, based at the City Campus, with visits to satellite clinics at Sullivan Avenue campus as required. The team provides a primary health care and limited occupational health service to students and staff of CPIT in collaboration with medical practitioners and in association with counsellors. The primary responsibility is the assessment, triage and treatment of presenting illnesses, accidents and emergencies, and assisting clients to make informed choices about their health. Health promotion and education is an important part of this role.

PROFILE

The successful applicant will demonstrate that he or she is a registered Nurse and has:

- A current practising certificate
- Excellent communication skills
- Recent clinical experience in primary health care
- An ability to work un-supervised in a primary health care setting
- The ability to work co-operatively within a team environment
- Working knowledge and experience in youth health issues
- A commitment to working with patients from diverse backgrounds
- A working knowledge of problems/complaints from people of various ethnicities
- A commitment to ongoing professional development
- A current first aid certificate
- An ability to work under pressure
- Ideally, experience/involvement in running health promotions
- A commitment to Equal Education and Employment Opportunities

- Computer literacy
- A willingness to commit to CPIT staff profile.

Desirable Post basic qualifications:

- Health assessment of adults
- Post graduate diploma/demonstrated practice to an advanced level
- Family Planning/sexual health certificate
- Cervical smear takers certificate
- Vaccinator certificate
- Audiometry certificate
- Occupational Health qualification

RESPONSIBLE TO

Education Support Centres Manager via the Health Centre Team Leader

KEY RELATIONSHIPS WITH

- CPIT students and staff
- Health Centre staff
- Contracted medical practitioners and counsellors
- External health care agencies and health professionals
- CPIT health and safety officers

KEY TASKS

The primary responsibility is to work with the other health professionals in the team to provide clinical practice and nursing consultations within the Health Centre.

- Safe and competent assessment of presenting complaints for a wide range of physical, psychological and psycho-social issues, including ordering and carrying out lab tests and other assessments
- Treating or facilitating the optimum treatment of presenting complaints
- Referral and liaison with other professionals to ensure optimum treatment is provided
- Ensuring that client confidentiality is maintained at all times
- Working as a team member with Health Centre staff and contracted providers
- Health education and promotion as required on an individual or group basis
- Undertaking Health promotion campaigns for the CPIT community
- Smoking cessation advice and provision of NRT
- Audiometry screening
- Assisting with updating and developing protocols and procedures
- Developing relationships with other areas of the CPIT community and external agencies to promote the profile of the CPIT Health Centre
- Assisting with Health Centre administration as required
- Attending professional updates as required

FOR YOUR INFORMATION

1 Staff Appraisal

CPIT has in place a negotiated system of staff appraisal in relation to job performance, safe work practices, and the criteria outlined in the CPIT Staff Profile.

2 Professional Development

CPIT is a learning organisation where professional development is supported. Staff are asked to develop a professional development plan with their Manager.

3 CPIT Staff Profile

For CPIT to develop and prosper, all staff are expected to demonstrate a range of skills, knowledge and attitudes that contribute positively to the organisation's fundamental purpose which is to provide quality learning for students. We have an integrated approach to defining, describing and developing a positive learning culture among staff and we align this approach at all levels to the mission, values, goals and strategic direction of the institution.

4 Health and Safety

Applicants for positions are asked to declare any relevant health related needs or issues on the Confidential Information form provided to Human Resources with your application for appointment. This information is not used for shortlisting but we do expect you to discuss your needs as part of the interview process or when accepting an offer of employment where this is relevant. Confidentiality is assured and applicants will not be differentiated on the basis of disabilities or health requirements unless these render applicants unable to undertake the task requirements. Employees may be required to undertake a health check where baseline data is needed for specific positions, eg a hearing test for those involved in engineering workshops.

5 Employment Terms and Conditions

Appointment is within the terms of employment law and an individual agreement will be negotiated with the successful applicant.

APPLICATION DETAILS

Applications for Appointment forms must be marked:

Nurse Clinician

Ref: DR2986

Applications should be addressed to:

Senior HR Advisor
Christchurch Polytechnic
Institute of Technology
P O Box 540
CHRISTCHURCH

Email hr@cpit.ac.nz
Phone (03) 940 8623
Fax (03) 940 8616

and forwarded by post, fax or in person

***Applications Close
Friday 15 February 2008***

The standard application form attached provides the Institute with a common set of information about each candidate but applicants should not limit themselves to that form. Personal applications set out in the applicant's own style including a curriculum vitae and particular references to the job description and personal profile are welcomed.