

Position	Kaikōkiri - Vaccinator
Reports to:	Kaitātāki Tekau ma iwa
Staff Responsibility:	Nil
Our Vision	<i>Wairarapa - He Waiora</i> <i>Wairarapa - A Place of Wellness</i>
Our Mission	<i>He rarapa i ngā āhuatanga e ū ai te hā o te ora</i> <i>To pursue and participate in ways of bringing about wellness</i>

Role Purpose

To support our Community Covid-19 Vaccine Clinic by administering vaccinations as per relevant guidelines to ensure the broadest immunisation programme in history.

Te Tiriti o Waitangi

We are committed to the principles of Te Tiriti o Waitangi: Partnership, participation and pro-active protection. We actively engage with our Māori communities, and continue to improve building cultural awareness and outcomes in our region

Functional relationships

Internal

- Kaitātāki Te Kau ma iwa
- Administrators
- Vaccinators
- Whaiora

External

- Tangata whaiora
- Whānau
- Hapu/Iwi/ Marae
- Te Hauora Runanga O Wairarapa
- IMAC
- NIR/CIR coordinator
- MOH
- DHB

Position Specification

Professional Service	<ul style="list-style-type: none"> • To provide clinical services for the Covid-19 clinics • To provide care which meets the Whaiora values and Nursing Council of New Zealand competencies • To ensure ethical and professional judgement is exercised in nursing practice • Ensure patients are treated with care and respect and their privacy and dignity is maintained • Ensure nursing documentation meets Covid-19 vaccination immunization programme, DHB and legal requirements • Ensure the service meets the needs of whānau • Participate in training as and when required to ensure high quality care is provided e.g. in case of medical emergencies/reactions to vaccine administration
Honours Tiriti O Waitangi obligations	<ul style="list-style-type: none"> • Demonstrates understanding of the principle of the Treaty of Waitangi partnership, participation and pro-active protection through practice and performance • Demonstrates an awareness and application of Kaupapa/Tikanga Māori

Compliance and Risk	<ul style="list-style-type: none"> Legislative and regulatory compliance is adhered to in line with our policies and procedures to minimise risk to self, patients, Whanau and the organisation
Health, Safety and Wellbeing	<ul style="list-style-type: none"> Safe practices are adhered to in line with our policies and procedures to minimise risk to self, patients, whanau and the organisation

Capability Profile - Competencies and Core Values

Solid performance in the role requires demonstration of the following competencies and core values. These competencies and values provide a framework for selection and development.

Competency	Behaviours / Elements
Dealing with Ambiguity	Can effectively cope with change; can shift gears comfortably; can decide and act without having the total picture; isn't upset when things are up in the air; doesn't have to finish things before moving on; can comfortably handle risk and uncertainty.
Customer Focus	Is dedicated to meeting the expectations and requirements of internal and external customers; gets first-hand customer information and uses it for improvements in products and services; acts with customers in mind; establishes and maintains effective relationships with customers and gains their trust and respect.
Ethics and Values	Adheres to an appropriate (for the setting) and effective set of core values and beliefs during both good and bad times; acts in line with those values; rewards the right values and disapproves of others; practices what they preaches.
Interpersonal savvy	Relates well to people – builds appropriate rapport; builds constructive and effective relationships; uses diplomacy and tact; can diffuse even high-tension situations comfortably.
Action Orientated	Enjoys working hard; is action orientated and full of energy for the things he/she sees as challenging; not fearful of acting with a minimum of planning; seizes more opportunities than others.
Process Management	Good at figuring out the processes necessary to get things done; knows how to organise people and activities; understands how to separate and combine tasks into efficient workflow; knows how what to measure and how to measure it; can see opportunities for synergy and integration where others can't; can simplify complex processes; gets more out of fewer resources.
Written Communications	Is able to write clearly and succinctly in a variety of communication settings and styles; can get messages across that have the desired effect.
Priority Setting	Spends their time and the time of others on what's important; quickly zeros in on the critical few and puts the trivial many aside; can quickly sense what will help or hinder accomplishing a goal; eliminates roadblocks; creates focus.
Living our Core Values	Role model our values always and in all ways

PERSON SPECIFICATIONS	
Qualifications	<p>Essential</p> <ul style="list-style-type: none"> • Current Annual Practicing Certificate (APC) with Nursing Council of New Zealand. <p>Desirable</p> <ul style="list-style-type: none"> • Current CPR / Certificate (if not current – this training will be provided). • Current vaccinator status.
Experience	<p>Essential</p> <ul style="list-style-type: none"> • Registered Nurse Practitioner, Registered Nurse. <p>Desirable</p> <ul style="list-style-type: none"> • Previous or Provisional vaccinator status.
Knowledge	<p>Essential</p> <ul style="list-style-type: none"> • Willingness to undertake eLearning Covid-19 vaccinator education course and the Working with the Covid Immunisation Register (eLearning) course, both provided by IMAC. • Willingness to undertake CPR training (if not current). • Understanding around correct use of basic hygiene and PPE. <p>Desirable</p> <ul style="list-style-type: none"> • Understanding and familiarity of emergency medical procedures e.g. anaphylaxis - administering IM adrenaline and administering oxygen via mask, dealing with syncope and anxiety (education and exercises will be provided prior to clinics commencing).
Skills	<ul style="list-style-type: none"> • Ability to work in a pressurised high-throughput clinic • Ability to complete checklists and ensure thorough documentation. • Team player.
Attributes	<ul style="list-style-type: none"> • friendly and positive disposition, hard worker, sense of humour

Please sign to acknowledge your acceptance of this job description.

Employee

Date

Employer

Date

ROLE DESCRIPTION

KAIKŌKIRI – Champion Of Wellness

