

Position Description: Charge Nurse

Position Title Charge Nurse Surgical Ward

Business area: Clinical

FTE: As per Conditions of Employment

Reports to: Ward Services Manager



Our Purpose

<p style="text-align: center;"><i>Our Mission :</i></p> <p>Excellence in health care within a culture of caring</p>	<p style="text-align: center;"><i>Our Vision :</i></p> <p>To be an innovative centre of excellence, where people choose to receive health care and people love to work.</p>	<p style="text-align: center;"><i>Our Values:</i></p> <p>Four core values:</p> <ul style="list-style-type: none"> ○ Do the Right Thing ○ Aim for Excellence ○ Caring for All ○ Work Better Together
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Position Objective:

- To provide operational management and leadership to clinical teams ensuring safe, effective, and patient focused care.
- Exhibit, promote and lead exemplary relationships within all areas of the Hospital.
- Ensure the full utilisation of resources and capacity within the ward while ensuring safe, effective clinical care.
- Actively drive and contribute to quality initiatives.
- To assist and work collaboratively with colleagues and promote clinical nursing professional standards.
- To support the strategic and business objectives of the organisation.

Functional Relationships:

Internal:	External:
<ul style="list-style-type: none"> • Hospital Manager • Perioperative Leadership team • Charge Nurses • Nursing Coordinators • Quality team • Infection Prevention and Control Coordinator • Clinical Informatics • Learning and Development team • Colleague and Capability team • Booking Coordinator • All St George's Hospital colleagues 	<ul style="list-style-type: none"> • Clinicians • Allied Health Professionals • Patients/consumers, whānau and support persons



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Key Areas of Accountability:

Area of Accountability	Expected Results
<p>Clinical leadership and communication</p>	<ul style="list-style-type: none"> • Models and ensures our Values (Do the Right Thing; Aim for Excellence; Caring for All; Work Better Together) are integrated throughout the organisation through daily practices, interactions, and decision making. • Actively champions initiatives, and facilitates the planning, implementation and embedding of change when requested. • Promotes patient-centered care that incorporates a strong customer service philosophy through effective and positive interactions with patients / whānau, clinicians, and visitors. • Provides visible and accessible leadership, motivating others to follow. • Respects lines of authority and uses proper channels of communication. • Is open and receptive to feedback. • Provides guidance for quality nursing practice in accordance with accepted professional standards, codes, policies, and relevant legislation.
<p>Operational management Ensures optimum service delivery by:</p>	<ul style="list-style-type: none"> • Coordinates safe, appropriate, efficient resources using relevant systems and processes. • Manages patient and whānau feedback effectively and escalates appropriately. • Coordinates resources within the ward based on the models of care framework to ensure the delivery of optimal nursing care. • Manages emergency equipment, procedures, consumables, and pharmaceuticals in the ward as per legislation and hospital policy. • Ensures own and team members mandatory training is completed. • Contributes to nursing strategies for effective succession planning, recruitment, and retention.
<p>Interpersonal Relationships and Teamwork Ensures effective interpersonal relationships and teamwork by:</p>	<ul style="list-style-type: none"> • Develops and enhances business relationships with clinicians, their staff and key stakeholders. • Promotes collaborative working relationships with clinicians and other hospital colleagues. • Promotes excellence within the team through the sharing of innovations and evidence-based practice. • Fosters the development of a cohesive team through personal leadership, effective communication, and role modelling St George's values. • Ensures own availability to clinicians/allied health professionals and hospital colleagues to discuss quality of care delivery.
<p>Quality Improvement and innovation Maintains and encourages quality improvement by:</p>	<ul style="list-style-type: none"> • Actively participates in quality improvement and innovation by planning, implementing and evaluating improvements. • Initiates, participates in design, facilitates and evaluates audits and applies outcomes to improve service provision. • Actively participates in Ministry of Health Certification process. • Contributes to the review and development of documents such as policies, procedures, and guidelines. • Documents and reports incidents accurately and undertakes review processes in accordance with hospital policy. • Identifies & monitors risk and escalates according to policy.
<p>Professional Development Demonstrates a commitment to personal and professional development and actively</p>	<ul style="list-style-type: none"> • Maintains professional standards and applies the standards of practice as required by the professional body and the hospital. • Encourages a culture of continuous learning. • Fosters an environment conducive to learning, enquiry and research.



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Area of Accountability	Expected Results
assists with teaching and training by:	<ul style="list-style-type: none"> Undertakes responsibility for meeting all the mandatory requirements of the professional body and the organisation. Oversees clinical orientation and mentorship of the multidisciplinary team. Understands and complies with legislation and organisational policies and procedures that govern practice and service delivery. Participates in an annual performance appraisal and the setting of performance objectives aligned to the goals of the organisation.
Organisational Culture Supports and promotes St George's within the community and with key internal and external stakeholders by:	<ul style="list-style-type: none"> Creates a climate of collaboration, trust, and empowerment within the team. Understands and promotes a customer focus across all groups (e.g., patients, whānau colleagues, and clinicians). Creates a culture of patient/client focus through person-centered care.
Commitment to Te Tiriti o Waitangi Promotes cultural awareness within St George's Hospital	<ul style="list-style-type: none"> Understands and has knowledge of the Te Tiriti o Waitangi and its relevance to the health of Māori in Aotearoa. Demonstrates the ability to apply the principles of Te Tiriti o Waitangi to practice.
Cultural safety	<ul style="list-style-type: none"> Respects and promotes diversity amongst colleagues and consumers, this may include age, gender, sexuality, ethnicity, culture, disability, or beliefs.
Health & Safety Ensures a safe working environment	<ul style="list-style-type: none"> Champions, supports, implements, and complies, as far as is reasonably able, with any reasonable instruction that is given to allow St George's to comply with legislated Health and Safety at Work requirements. Cooperates with any reasonable policy or procedure relating to health or safety at the workplace. Promotes a healthy and safe working culture. Ensures compliance with hospital security requirements and is vigilant in all matters of security. Participates in Health and Safety training as required by St George's. Ensures all incidents are communicated and reported in a timely manner.
Other Duties Completes other duties as requested by the Patient Care Manager by:	<ul style="list-style-type: none"> Performs other duties relating to the scope of the role when requested. Performs such duties in a timely, accurate manner and in accordance with St George's Hospital policies and procedures.

Qualifications, Experience and Personal Qualities

	Essential	
Qualifications	<ul style="list-style-type: none"> Registered Nursing qualification <i>and</i> completion of (or currently working towards) Post Graduate clinical qualification. Holds a current practicing certificate (NZNC) with appropriate conditions. 	
Experience / Knowledge / skills	<ul style="list-style-type: none"> Proven leadership ability and experience 5+ years relevant post registration clinical experience Experienced and skilled in the use of a range of technology applications Has advanced communication skills including conflict resolution. Advanced health assessment skills 	
Personal Attributes	<ul style="list-style-type: none"> Demonstrated leadership qualities: <ul style="list-style-type: none"> Self-awareness; Emotional intelligence, Social intelligence; Exceptional communication skills; Resilience; Leadership agility Excellent customer / patient / clinician focus. Strong organisational understanding; negotiation skills and critical thinking. An inclusive and approachable working style; you understand that diversity adds value. 	



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	Essential	
	<ul style="list-style-type: none">• Co-operative and supportive team player.• Integrity.• Uses initiative.• Is proactive, innovative, and adaptable.• Is self-directed and works well under pressure.• Works well autonomously and as an effective team member.	