



DATE: March 2024

Te Whatu Ora, Te Tai o Poutini is committed to the principles of the Treaty of Waitangi and the overarching objectives of the New Zealand health and disability strategies.

Position Title:	Social Worker	
Reports to:	Allied Health Team Manager (Operationally) Clinical Lead Social Work (Professionally)	
Key Relationships:	Internal: <ul style="list-style-type: none"> • SW Teams in all WCDHB localities • Allied Health Team • Health Centres and WCDHB Rural Health Clinics • Other Health Professionals, Primary and Secondary Services • Ward and Community Multi and Interdisciplinary teams • Associate Director of Allied Health, Scientific & Technical • Director of Allied Health, Scientific and Technical • Home Based Support Services & CCCN • Clinical Supervisor 	External: <ul style="list-style-type: none"> • Client, whanau, carers • Referral Agencies • Non Government Organisations • Community Groups • Statutory Agencies • SWRB/ANZASW
Role Purpose:	<p>The Social Worker is responsible for providing appropriate and effective psychosocial assessment, diagnosis, intervention, monitoring and evaluation to clients.</p> <p>The key deliverables are:</p> <ul style="list-style-type: none"> • To provide a professional, culturally appropriate input into a quality comprehensive Social Work Service, within the parameters of the ethics and standards of practice of the Social Work Registration Board • To provide social work input required as contracted by the Ministry of Health and other agencies as may be determined from time to time • Contribute to the overall ability of the Social Work Department to work within available resources. Contribute professionally to meeting the expectations of internal and external customers 	
Complexity:	<p>Most challenging duties typically undertaken or most complex problems solved:</p> <ul style="list-style-type: none"> • Working in an isolated rural geographical area • Taking a lead role in the development of community services within a changing service delivery model • Effective communication with all involved in the care and support of the client in the community and hospital setting. 	

	<ul style="list-style-type: none"> • Have well developed interpersonal skills including the ability to be comfortable with people of all social standards, cultures and abilities. • Be able to work under pressure and meet deadlines.
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KEY ACCOUNTABILITIES:

The Social Worker is responsible for:	The Social Worker will be successful when
To provide a quality social work service to clients of the Northern Health Locality	<ul style="list-style-type: none"> • Is available to provide the quality and timely assessment of needs and services as required • Provides professional social work input into the activities of the specified services of. Provides professional social work input into the activities of statutory and voluntary agencies and groups as they relate to Te Whatu Ora, Te Tai o Poutini aims and objectives, as directed by Clinical Manager/Service Manager. • Displays evidence of existence of communication channels with relevant Te Whatu Ora, Te Tai o Poutini staff, General Practitioners, Practice Nurses, voluntary and statutory agencies • Meets the standards of social work provision as determined by current social work practice and participates in quality assurance programmes as directed
To assist management to provide a quality social work service	<ul style="list-style-type: none"> • Keeps clear, accurate and up-to-date records • Provides timely statistics and other information as required • Attendance at staff training programmes if required • Participates in a roster to provide after-hours social work cover for Te Whatu Ora, Te Tai o Poutini when required • Undertakes other social work tasks as may be required from time to time
To participate in such practical activities that will support the physical, social, mental and emotional wellbeing of the community members, within the parameters of the Northern Health Locality Social Work Service	<ul style="list-style-type: none"> • Undertakes appropriate assessments and social work interventions for patients/clients as required • Assesses referred clients within reasonable time frame to determine client need • Liaises, advocates and networks when appropriate on behalf of client and/or family • Participates as member of relevant multidisciplinary teams • Undertakes Termination of Pregnancy (TOP) counselling to meet legal requirements • Advocates on behalf of patients/clients as soon as practicable for travel and accommodation assistance or reimbursements within the prescribed boundaries

	<ul style="list-style-type: none"> Provides timely feedback and reports to referral agents on assessments and interventions undertaken.
To maintain personal and professional development	<ul style="list-style-type: none"> Attend appropriate conferences, workshops, seminars Maintain contacts with appropriate professional associations Keeps up with relevant professional literature & practice Attend professional supervision and In-service training at predetermined intervals Attends Social Work team meetings as required Participates in staff development/performance review system
Comply with legislative and ethical obligations	<ul style="list-style-type: none"> Maintain a high professional appearance at all times. Demonstrate an in-depth level of knowledge of relevant legislative acts, guidelines and service specifications is reflected in clinical practice. Maintain an excellent standard of ethical practice at all times. Effectively organise resources to contribute to the overall running of the service. Maintain a high quality, safe and secure work environment by following Te Whatu Ora, Te Tai o Poutini and divisional policies, protocols and standards
Health and Safety Maintaining a high quality, safe and secure work environment by following relevant Te Whatu Ora, Te Tai o Poutini and divisional policies, protocols and standards.	<ul style="list-style-type: none"> The Social Worker will be responsible for their own safety. Will ensure that no action or inaction on their part will cause harm to any other person. Will abide by the Organisation's Health and Safety Plan Will participate in plan development and Health and Safety Training as appropriate. Will bring health and safety issues to the attention of the Manager of the Social Work Service in time for consideration during the preparation of plans and budget.
Quality Ensure a quality service is provided in your area of expertise by taking an active role in quality activities, identifying areas of improvement.	<ul style="list-style-type: none"> Incorporates understanding of the Principles and Articles of the Treaty of Waitangi in their role. The Social Worker will comply with the standards, policies and procedures of the Social Work Department and Te Whatu Ora, Te Tai o Poutini.

	<ul style="list-style-type: none"> • Develop professional growth through participation in professional development activities • Will undertake essential skills training as directed by Te Whatu Ora, Te Tai o Poutini.
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PERSON SPECIFICATION:

Qualifications & Experience	
Essential <ul style="list-style-type: none"> • A recognised tertiary qualification in Social Work • Registration with the Social Work Registration Board of NZ - Registered Social Worker (as defined in the Social Workers Registration Act 2003). • A current certificate of competency to practice social work • Competent accurate computing skills • A current full NZ drivers licence • Be able to maintain confidentiality and use discretion. • Be able to work co-operatively and efficiently. • Be able to relate well to professional and managerial staff. • Possess a high level of initiative. • Be able to work as part of a team. • Be accountable. • Be flexible • Be able to produce well written correspondence. • Have commitment to ongoing self-development and that of the Social Work Service. 	Desirable <ul style="list-style-type: none"> • Experience in needs assessment • Community development skills • Experience working in rural community • Experience working in an Interdisciplinary team

The intent of this position description is to provide a representative summary of the major duties and responsibilities performed in this job classification. Employees may be requested to perform job related tasks other than those specified.

Signed on behalf of Te Whatu Ora, Te Tai o Poutini

Name _____

Position _____

Date _____

I accept the terms and conditions as outlined in this Position Description

Name _____

Social Worker

Date: _____

