



Senior Physiotherapist Position Description

Our Vision

We are recognised for care that provides healing, hope and a greater sense of dignity, especially to those most in need.

Our Mission

To continue the healing mission of Jesus Christ.

Our Values

Hospitality Manaakitanga

A welcoming openness to all; to the familiar and the mystery of self, people, ideals, experience, nature and to God.

Compassion Aroha

Feeling with another in their discomfort or suffering and striving to understand the other's experience with a willingness to reach out.

Respect Whakaute

An attitude treasuring the unique dignity of every person and recognising the sacredness of all creation.

Justice Tika

A balanced and fair relationship with ourself, neighbour, all of creation and God.

Excellence Hiranga

Giving the optimum standard of care and service within available resources.

Role, Purpose and Scope

To act as a member of the inter-disciplinary team within the service and the physiotherapy service to a high standard for the care recipients of Health and Ability Services. Care recipients' needs are met through individual assessment, rehabilitation goals and plans.

Authorities

As per St John of God Hauora Trust's Management Authority Matrix and as delegated by the Chief Executive Officer.

1 Key Relationships

Reporting Relationships	
Responsible to	Manager Rehabilitation and Therapy
Responsible for	Physiotherapy Assistant Physiotherapy Orderly
Functional Relationships	
The Senior Physiotherapist will develop and maintain excellent relationships with the following colleagues, customers and clients for the purposes stated below.	
Internal Relationships	
Who does the job holder work or interact with inside St John of God Hauora Trust	The purpose and frequency of these interactions is to:
Care recipients	Delivery of high quality services that support care recipients in a manner consistent with mission, values and contractual requirements.
Regional Manager Health and Ability Services	Share information and take direction on the delivery of all rehabilitation and therapy services.
Manager Rehabilitation and Therapy, Manager Residential Clinical Support and Community Homes Manager	Plan, deliver and monitor all rehabilitation and therapy services.
Health and Ability Services staff	Communicate and interact as necessary to ensure excellent delivery of rehabilitation and therapy services.
Chief Executive Officer and Trust Office managers and staff	Discharge responsibilities involving: finance and procurement, project management, business development and communications, human resource (HR), information and communication technology (ICT), Mission, risk management, quality monitoring and management and health and safety.

External Relationships	
Who does the job holder work or interact with outside St John of God Hauora Trust	The purpose and frequency of these interactions is to:
Care recipients families and representatives	Liaison as required to ensure good flow of information, effective problem solving and excellent delivery of services.
Suppliers	Safe, effective and timely delivery of supplies.
Contractors	Safe and effective delivery of services.
Professional bodies unions and government agencies	Ensure effective liaison between St John of God Hauora Trust and unions, professional bodies and government agencies.
Volunteers	Communicate appropriate health and ability information with volunteers.
Visitors	Facilitate appropriate visiting arrangements.
External agencies	Facilitate services and community involvement for care recipients in the community.

2 Key Result Areas

2.1 Deliver Services to a High Standard

2.1.1 Key Responsibilities Include

- Manage and/or perform all physiotherapy functions necessary for care recipients as directed by the Manager Rehabilitation and Therapy.
- Provide services in a manner that meets the cultural needs of service recipients.
- Behave in a manner consistent with St John of God Hauora Trust Mission and values.

2.2 St John of God Hauora Trust Practice

2.2.1 Key Responsibilities Include

- Keep current and comply with St John of God Hauora Trust's systems, policies and procedures and relevant legislation, and constantly look for ways to improve processes and procedures.
- Make best endeavours to honour obligations to tangata whenua, mana whenua under Te Tiriti o Waitangi.
- Provide high quality, professional services and showing courtesy and respect in interactions.
- Demonstrate an honest respect for and appreciation of biculturalism and diversity by supporting fair treatment and equal opportunities for all.
- Contribute to the sustainability efforts of St John of God Hauora Trust through the responsible use of resources and equipment.
- Demonstrate commitment to professional development, taking advantage of learning opportunities.

2.3 Support Regional Manager to Market Existing Services

2.3.1 Key Responsibilities Include

- Actively identify opportunities for growth within existing markets and in new locations.
- Contribute to the development of robust business cases for expansion.
- Contribute to the preparation of an implementation plan.
- Deliver existing services to new markets as directed.

2.4 Support Regional Manager to Develop and Market New Sustainable Services

2.4.1 Key Responsibilities Include

- Actively identify opportunities for growth.
- Contribute to the development of robust business cases for expansion.
- Obtain Regional Manager approval for expanded services.
- Contribute to the preparation of an implementation plan.
- Assist to launch, monitor and manage new services as directed.

2.5 Stewardship and Fundraising

2.5.1 Key Responsibilities Include

- Contribute to the development and realisation of the St John of God Hauora Trust donations, grants and bequests strategy.
- Deliver all services within the approved budget.
- Contribute to the development and realisation of the St John of God Hauora Trust Fundraising Plan.

2.6 Risk Management

2.6.1 Key Responsibilities Include

- Contribute to proactive risk management for St John of God Hauora Trust, consistent with risk management policies and practices across the organisation.
- Provide robust and well considered advice to management on relevant risk, assurance and business improvement matters.

2.7 Health and Safety

2.7.1 Key Responsibilities Include

- Comply with Occupational Health and Safety Legislation and Regulations.
- Observe and role model all St John of God Hauora Trust's safe work policies, procedures and instructions.
- Take responsibility for your own health and safety and ensure no action or inaction on your own part harms others in the workplace.

2.8 Leading and Managing Staff

2.8.1 Key Responsibilities Include

- Ensure that agreed recruitment, induction, orientation, performance management systems are implemented.
- Facilitate learning and development initiatives.
- Ensure cessation tasks are completed.

2.9 Mission

2.9.1 Key Responsibilities Include

- Understand, support and promote the Mission and Values of St John of God Health Care.
- Demonstrate attention to the needs of the client to privacy, dignity and the maintenance of confidentiality.
- Provide a positive and supportive environment for colleagues.

2.10 Projects or Other Duties

Carry out other duties which may reasonably be required from time to time in the course of St John of God Hauora Trust's business and which fit the role's purpose as stated, and for which the position holder is qualified or has received adequate training or instruction.

3 Key Tasks

The following are key tasks of the role but this is not exhaustive and other tasks can be added at the discretion of management. A key focus of the role is to provide assessment, planning and implementation of individual physiotherapy requirements as a component of each care recipient's integrated service plan and meeting the terms of specific service plans.

- Effectively manage staff to ensure efficient and harmonious operations of all areas of responsibility, creating and engendering the active delivery of inclusion and normalisation principles into daily operations;
- Demonstrates an understanding of individual care recipient contract service specifications;
- Assessments are undertaken and documented, identifying individual care recipients' needs in all aspects of physiotherapy;
- Appropriate goals are implemented in line with individual care recipient service plans and documented according to Health and Ability Services and legally required standards;
- Plans and carries out appropriate intervention with care recipients including creating and implementing programmes to be carried out independently, with carers, assistants or others;
- Programmes are regularly reviewed and operate within financial constraints;
- Participation and leading of group sessions as required;
- Assessment for and provision of appropriate aids and orthoses according to the relevant regulation requirements;
- Equipment provided to care recipients is appropriate to their individual needs following assessment (e.g. walking or standing equipment, splints, wheelchairs and seating) within budgeted financial and funder (ACC or Enable) constraints;
- Participates in assessment for care recipient seating and wheelchair requirements in liaison with Occupational Therapists;
- As required, co-ordinate for wheelchairs/equipment to be serviced, repaired or modified by Enable or ACC and their agents or contractors;
- Liaise with ACC seating therapists for ACC care recipients as required ensuring care recipients needs are being met;
- Communicates effectively with Rehabilitation and Therapy team and support personnel to ensure optimal use of available hours, appropriate work load planning and goal attainment;
- Works collaboratively with nursing staff, and other support personnel, ensuring intervention by the team will facilitate attainment of individual care recipients' goals;
- Demonstrates an awareness of care recipient's changing condition;
- Actively participates in clinical review meetings, lifestyle planning and care recipient reports as required;
- Regularly documents in care recipient's clinical records pertaining to physiotherapy areas of intervention;
- Attends and actively participates in general staff meetings;
- As required provides general training and that specific to individual care recipients to staff;
- As required participates in the education programme for the general orientation, in-service education and core education of new and existing staff, including the provision of regular back care education and (when required) input to manual handling education;

- Prepares, attends and actively participates in supervision sessions;
- Is motivated and takes responsibility for directing own learning;
- Complies with New Zealand Board of Physiotherapy Continuing Professional development guidelines and meets the requirements of the Health Professionals Competency Act;
- Linkages are developed with other organisations and community groups to optimise the service provided to care recipients;
- Regular communication to identify ways to enhance programmes and address relevant issues;
- Linkages are maintained with funders and equipment suppliers to ensure individual care recipients are provided with the most suitable options;
- Participation in quality improvement activities as required;
- Attends supervision as arranged at regular intervals.

4 Performance Criteria

St John of God Hauora Trust has a Performance Management System which is undertaken annually. During this process, the manager and staff member will discuss and agree what contribution the staff member is expected to make during the review period towards achieving St John of God Hauora Trust's objectives. Objectives (consistent with the Key Result Areas and Behaviours in this Position Description and St John of God Hauora Trust's Strategic Plan); performance measures (indicators of achievement) and the support (including development) required by the staff member to achieve these objectives will be agreed.

5 Verification

We agreed that this Position Description accurately reflects the key responsibilities of the position of Senior Physiotherapist at today's date.

Manager's Signature

Date

Manager's Name

Employee's Signature

Date

Employee's Name

This Position Description will be reviewed at least once a year during the course of Performance Management System meetings. Any changes which need to be made will be signed off by the responsible Management Team member, and the Human Resources Department.



Senior Physiotherapist Person Specification

Education

- New Zealand registered Physiotherapist.

Candidates shortlisted for interview will be required to present original documentation and photocopies of qualifications at the initial interview. Human Resources will verify the qualifications, and arrange for validation by the awarding bodies.

Required Registrations/Certificates/Licences or Memberships

- Current practicing certificate.

Technical or Professional Knowledge, Skills and Experience

- At least five years post graduate experience in caring for people with physical and neurological disability in particular but not restricted to Traumatic Brain Injury, Multiple Sclerosis, Huntington's Disease.
- Working knowledge of relevant legislation (e.g. Children's Young Persons and their Family Act 1989, Employment Relations Act 2000, Health and Disability Services (Safety) Act 2001, Privacy Act 1993, Health Information Privacy Code 1994, Health Information Retention Act 1996, Health and Safety at Work Act 2015, Accident Compensation Act 2001, Health Practitioners Competency Assurance Act 2003, Human Rights Act 1993, Charitable Trust Act 1957, Building Act 2004).

Candidates who successfully reach the final stages of the selection process for this role will be required to undergo Criminal Conviction screening. A satisfactory report from the relevant agency will be a condition of employment.

Behaviours

Customer Focus

Developing and sustaining productive customer relationships and making their needs a primary focus of one's actions.

Contributing to Team Success

Actively participating as a member of a team to move the team toward the completion of goals.

Work Standards

Setting high standards of performance for self and others, and assuming responsibility for successful completion of tasks.

Continuous Learning

Actively identifying new areas for learning, seizing learning opportunities, and learning through the application of newly gained knowledge and skills.

Decision Making

Making logical and informed decisions using a methodical, thorough process to choose between alternative courses of action.

Gaining Commitment

Using appropriate interpersonal styles and techniques to gain acceptance of ideas or plans.

Communicating with Impact

Clearly conveying information and ideas through a variety of media in a manner that engages the audience and helps them understand and retain the message.

Managing Work (Includes Time Management)

Effectively managing one's time and resources to ensure that work is completed efficiently.

Responsiveness

Acts fairly and impartially in all dealings with others, respecting their rights and needs, demonstrating an understanding and respect for Maori, Pacific peoples' and ethnic minorities' values and beliefs. Incorporates cultural responsiveness and Equal Employment Opportunities principles into work practices and promotes Equal Employment Opportunities policy to peers and others.