

Position Description | Te whakaturanga ō mahi

Health New Zealand | Te Whatu Ora

This position description is intended as an insight to the main tasks and responsibilities required in the role and is not intended to be exhaustive. It may be subject to change, in consultation with the job holder.

Title	Oral Health Promoter
Reports to	Early Intervention Team Coordinator
Location	Lower Hutt
Department	Community Dental Service
Date	21/8/2026
Salary band (indicative)ⁱ	\$79,014 - \$110,290 approx.
Children's Worker roleⁱⁱ	Yes

Better Health, Better Care, Every Day.

Health New Zealand | Te Whatu Ora is committed to providing high-quality healthcare for all New Zealanders. We are focused on improving access to care, delivering better health outcomes, achieving national health targets, and ensuring the long-term sustainability of our health system.

We know that great healthcare starts with great people. That's why we are committed to building a high-performing, inclusive workplace where our people are supported to grow, contribute, and make a real difference for patients, whānau, and communities across Aotearoa.

About the role

The primary purpose of the role is to:

Improve the oral health of tamariki and rangatahi in the Greater Wellington Region, especially those from high needs communities, through a range of early intervention, health education, and health promotion activity.

Increase the engagement of tamariki, rangatahi, and their whānau with the Community Dental Service and/or with adolescent dental providers.

Key Result Area	Expected Outcomes / Performance Indicators
Health Education and Early Intervention Programmes	- Develop and maintain relationships, and work in collaboration with, other health providers and community groups (such as schools, preschools, marae, Primary Health Organisations (PHOs), Well Child Tamariki Ora (WCTO) providers, etc.). Support and empower these key stakeholders to promote healthy oral health practices. - Design, develop, and deliver health education, promotion, and/or early intervention programmes for the benefit of individuals, whānau, and communities with high needs. - Ensure programmes are developed in a manner that is accessible by people with disabilities.

	- Assess the effectiveness of health education, health promotion, and early intervention programmes, and make recommendations for improvements. - Develop and provide tools and other resources and support to assist individuals and communities to adopt positive oral health behaviours and to increase engagement with the Community Dental Service and adolescent service providers. - Identify and analyse gaps in service provision, and recommend new programmes to address those gaps.
General Accountabilities	- Maintain a strict sense of professional ethics, confidentiality and privacy and abide by the Health New Zealand's (HNZ) Code of Conduct. - Role models and encourages the HNZ values. - Respond to the changing needs of the HNZ, performing other tasks as required. - Work in other areas as identified or following a reasonable request in order to support the organisation in managing safe patient care and maintaining service delivery.
Excellent Focus	- Is motivated to achieve goals and objectives and sets challenging goals and targets for themselves - Works to improve own efficiency, and monitors own performance to identify areas for improvement - Has a sound level of insight into own strengths and weaknesses, and is committed to addressing areas of weakness - Adapts easily to changes at work - Proactively manages conflicting demands on time

Key Result Area	Expected Outcomes / Performance Indicators
Access and Outcomes	- Supports efforts to improve access to services and achieve better outcomes for the communities we serve. - Uses evidence and insights to identify barriers and opportunities for improvement. - Contributes to inclusive, responsive, and effective service delivery.
Te Tiriti o Waitangi	- Demonstrates a commitment to understanding and applying Te Tiriti o Waitangi in a practical and appropriate way. - Supports initiatives that improve outcomes for Māori and strengthen relationships with Māori partners and stakeholders. - Contributes to an inclusive workplace that values diversity and supports the attraction, development and retention of Māori employees.

Health & safety	- Exercises leadership and due diligence in Health and Safety matters and ensures the successful implementation of Health and Safety strategy and initiatives. - Takes all reasonably practicable steps to eliminate and mitigate risks and hazards in the workplace that could cause harm, placing employee, contractor and others' health, safety, and wellbeing centrally, alongside high-quality patient outcomes. - Leads, champions, and promotes continual improvement in health and wellbeing to create a healthy and safe culture.
Compliance and Risk	- Takes responsibility to ensure appropriate risk reporting, management and mitigation activities are in place. - Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit. - Understands, and operates within, the financial & operational delegations of their role, ensuring peers and team members are also similarly aware.

Matters which must be referred

- Employees are expected to escalate matters early to ensure patient safety, service, continuity and compliance with organisational and legislative requirements.
- [insert other matters which must be referred, and who they should be referred to]

Relationships

External	Internal
Internal to HNZ Hutt Valley (HV) & Capital Coast (CC): - Public Health Service - Māori and Pacific Health Units - Hospital Dental Departments External to HNZ HV & CC: - Preschools, schools, community groups, iwi - Māori and Pacific health providers and other Primary Health Organisations - Patients and whānau]	- Early Intervention Team members - Clinical Team Leaders - Administration staff - Data & Digital Lead - Dental Therapy Assistants - Dental / Oral Health Therapists - Community Dentists - Clinical Director - Service Manager - Personal Assistant to Service Manager

About you – to succeed in this role

You will have

Essential:

- Understanding of the causes of health inequities in Aotearoa / New Zealand and of strategies to improve equity of health outcomes.
- Cultural understanding of communities with high oral health needs, and the ability to engage with those communities sensitively and effectively.

- Previous work experience in health promotion or education is an advantage, but not essential.
- Personal understanding of the challenges faced by people with disabilities, or experience working with people with disabilities, is an advantage.
- Excellent communication, both orally and in writing, both formal and informal, and with a wide range of audiences, ages, and cultures.
- Ability to present to both large and small groups in an engaging manner.
- Planning, organising, implementing, and evaluating public health programmes.
- Full drivers' licence.
- Must be available to work outside normal office hours from time to time (advanced notice will be provided).
- A degree in a relevant field e.g. public health, health promotion, education, health or social sciences.
- Motivated and committed to improving equity of health outcomes for tamariki and rangatahi.

Desired:

- Ability to converse in te reo Māori, Pacific Island languages, New Zealand Sign Language, and/or the languages of communities of former refugees is an advantage.
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You will be able to

Essential:

- Deliver results through effective planning, sound judgement, and personal accountability.
- Build trusted relationships and works collaboratively to achieve shared goals.
- Communicate clearly and adapts their approach to different audiences and situations.
- Demonstrate curiosity, adaptability, and a commitment to continuous improvement.
- Maintain high standards of professionalism, integrity, and ethical behaviour.
- Contribute to a positive, inclusive, and safe working environment.
- Take responsibility for their own development and supports the development of others where appropriate.

Desired:

- [Demonstrate ...]

ⁱ Salary band reference is for internal benchmarking and role sizing purposes only. The salary band designation is not a term or condition of employment and may be changed by the HNZ. Changes to the salary band will not affect an employee's current salary or remuneration.

ⁱⁱ The Children's Act 2014 makes provisions for the protection of children and helping them thrive, achieve and belong. At Health New Zealand, we safety check every children's worker. The purpose of this safety check is to reduce the risk of harm to young people and is a legal requirement for those employed in work that involves contact with children and young people including face-to-face, over the phone, or email contact. It is part of our commitment to ensuring the wellbeing and safety of children and young people. Your continued employment with Health NZ is conditional on a satisfactory safety check.