Health New Zealand
Te Whatu Ora

Position Description | Te whakaturanga ō mahi
Health New Zealand | Te Whatu Ora

Title	Clinical Midwife Manager
Reports to	Midwife Manager
Location	Capital, Coast & Hutt Valley (CCHV) District
Department	Women's & Childrens
Date	August 2026
Salary band (indicative)*	MERAS/NZNO Collective Agreement
Children's Worker role[i]	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 want to build a healthcare system that works collectively and cohesively around a shared set of values and a culture that enables everyone to bring their best to work and feel proud when they go home to their whānau, friends and community. The reforms are expected to achieve five system shifts. These are:

- The health system will reinforce Te Tiriti principles and obligations.
- All people will be able to access a comprehensive range of support in their local communities to help them stay well.
- Everyone will have equal access to high quality emergency and specialist care when they need it.
- Digital services will provide more people the care they need in their homes and communities.
- Health and care workers will be valued and well-trained for the future health system.

About the role

The primary purpose of the role is to:

- Safely co-ordinate the maternity unit
- Triage maternity admissions and elective procedures (e.g. induction of labour)
- Allocate staff according to clinical need
- Manage short notice roster changes and plan staffing for forthcoming shifts
- Manage critical emergencies without the immediate aid of medical staff and liaise with the multi-disciplinary team as needed.
- Ensure co-ordinated care for whānau by liaising with allied services such as Social Workers, Oranga Tamariki, Maternal Mental Health, NGOs, Hauora Māori services Laboratory services, Theatre staff, ICU teams etc.
- Create a collaborative and caring working environment were all staff and access holders are respected and valued
- Provide teaching and support to maternity staff, maternity access holders and students

- Manages a group of staff under the supervision of the Midwife Manager, is responsible for assisting with recruitment, on-boarding and supporting performance development of these staff.

Key Result Area	Expected Outcomes / Performance Indicators – Position Specific
Delivers excellent clinical care	• Works in partnership with whānau to safely support them through pregnancy, birth and the postnatal period, including care of the newborn. • Uses the clinical and technical skills needed to provide safe appropriate care. Physical skills[5] include, but are not limited to, abdominal palpation, cannulation, facilitation of birth, suturing, management of emergencies such as shoulder dystocia, and adult and neonatal life support. • Supports, promotes and protects physiological birth • Identifies deviations from expected trajectory of care and acts to provide assessment, diagnosis, treatment (including prescribing of medications) and referral to medical care where this is appropriate. • Responds swiftly and appropriately to clinical emergencies, ensuring that lifesaving care is provided and the appropriate support is summoned • Provides care for whānau who have experienced an unexpected outcome including perinatal death and provides appropriate bereavement support
Enables partnership in clinical care decision making	• Refers to birth care plan and reviews care plan with whānau at start of care • Ensures whānau have access to pregnancy and parenting information/education • Directs whānau to (pre-approved) information about services or practices that may be new to them such as: Induction of labour, water for labour and birth, epidural anaesthesia, newborn jaundice etc. • Spends time discussing risks, benefits and alternatives and ensuring whānau are making an informed choice about their care
Plans care according to clinical need	• Uses ISBAR tool to accept referrals direct to the maternity unit from the community or other hospital service and triages according to clinical need. • Prioritises care and allocates staff according to clinical need. • Determines clinical need and allocates staff fairly to match • Updates TrendCare™ and any other local reporting systems
Participates in service improvement	• Participates in policy and guideline development and review • Identifies areas of care where improvements can be made. • Works with the Midwife Manager and others to design service or clinical care improvements and then participates in monitoring improvements following implementation. • Participates in audit or research[11] (approved by Maternity Clinical Governance) to identify where clinical improvements can be made
Supports the manager in delivering	• Supports RC manager to deliver a staff roster that meets the safe staffing needs of the unit and provides staff with shift options as per collective agreement.

safe, effective and affordable care.	• Uses short notice staff judiciously and is cognisant of balancing cost while ensuring safe care. • Ensures equipment and facilities are well maintained and repairs are undertaken in a timely manner. • Participates in clinical equipment review and effective use of resources
Manages staff team	• Has delegated management responsibility for team of staff • Supports team members to identify learning needs and directs them to education and training opportunities • Supports leave management • Undertakes performance review of team members • Provides support for team member in the event of complaint, adverse event or HR issue.

Key Result Area	Expected Outcomes / Performance Indicators – All Te Whatu Ora Leaders
Te Tiriti o Waitangi	• Remains focused on the pursuit of Māori health gain as well as achieving equitable health outcomes for Māori • Supports tangata whenua and mana whenua led change to deliver mana motuhake and Māori self-determination in the design, delivery and monitoring of health care • Actively supports kaimahi Māori by improving attraction, recruitment, retention, development, and leadership
Equity	• Commits to helping all people achieve equitable health outcomes • Demonstrates awareness of colonisation and power relationships • Demonstrates critical consciousness and on-going self-reflection and self-awareness in terms of the impact of their own culture on interactions and service delivery • Demonstrates willingness to personally take a stand for equity • Supports Māori-led and Pacific-led responses
Culture and People Leadership	• Leads, nurtures and develops our team to make them feel valued • Prioritises developing individuals and the team so Te Whatu Ora has enough of the right skills for the future, supporting diversity of leadership to develop – Māori, Pacific, people with disabilities and others • Provides leadership that shows commitment, urgency and is visibly open, clear and innovative whilst building mutually beneficial partnerships with various stakeholders both internally and externally • Implements and maintains People & Communications strategies and processes that support provide an environment where employee experience, development and performance management drive achievement of the organisation's strategic and business goals • Ensures Maternity Unit culture develops in line with expectations of Te Whatu Ora, ensuring unification of diverse teams whilst simultaneously supporting local cultures to be retained and strengthened

Innovation & Improvement	• Is open to new ideas and creates a culture where individuals at all levels bring their ideas on how to 'do it better' to the table • Models an agile approach – tries new approaches, learns quickly, adapts fast • Develops and maintains appropriate external networks to support current knowledge of leading practices
Collaboration and Relationship Management	• Models good team player behaviour, working with colleagues to not allow silo thinking and behaviour at decision making level to get in the way of doing our best and collegially supports others to do the same • Works with peers in Hauora Māori and Pacific Health to ensure the voice of and direct aspirations of Māori and Pacific People are reflected in planning and delivery of services
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 to the Midwife Manager[12]

- Any personal absence from work
- TrendCare variance in amber or red
- Any serious complaint
- Any serious parenting concerns where Oranga Tamariki may become involved
- Any serious adverse event in the hospital or community (Report also in adverse event reporting system e.g. Datix/RL6)
- Any out of region transfers
- Any serious concerns regarding staff or LMC behaviour or professional practice
- Any repeated or unexplained staff absences

Working conditions - physical, mental and emotional effort expected of the role.[, 16]

Physical	• The role involves supporting heavily pregnant people some who may have regional anaesthesia, training is provided in manual handling • The role involves spending periods of time on the floor during labour and birth or bent over a breastfeeding parent, this can place the spine and knees under stress if not managed safely • Nitrous oxide is used reasonably often in the department, and this can have health effects on workers exposed over a period of time
Mental	• The role involves shift work including night duty with the inherent health implications of working unsocial hours and potential sleep deprivation

	• The role involves the need to multi-task calmly during high stress situations such as critical clinical emergencies • The role involves de-escalation of distressed whānau and managing violent or potentially violent behaviours
Emotional	• The role involves working with bereaved whānau and whānau who have experienced an adverse outcome, this can trigger memories of personal loss. • This is a complex and high stress environment and there are multiple multi-able staff and learners present in the department; this can be a highly charged environment and the person in this role is expected to always remain calm under pressure.

Relationships

External	Internal
• Women/pregnant people, newborns and their families • Lead Maternity Carers • GPs and other primary care practitioners • Oranga Tamariki • NGOs • Well child providers • Tertiary education provider • Midwifery students • Hato Hone St Johns | Wellington Free Ambulance • Other Districts • Flight Retrieval	• Maternity staff • Obstetric staff • Anaesthetic and Theatre staff • Allied Health staff • Neonatal staff • ED staff • Mental health staff • Local “daily operations” staff • Hauora Māori Service

About you – to succeed in this role

You will have:

Essential:

- A relevant graduate and post-graduate qualification
- Experience in implementing Te Tiriti o Waitangi in action
- Be registered with the Midwifery Council of New Zealand
- Hold a current Midwifery APC
- Have a current Vulnerable Children’s Act children’s worker screen
- Have a minimum of 5 years’ midwifery experience, some of this in a senior role at least at shift leadership level.

Desired:

- QLP Leadership Domain
- Postgraduate education in Midwifery, Women's Health or similar

You will be able to:	**Essential:** • Demonstrate an understanding of the significance of and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way in your role. • Establish and maintain positive working relationships with colleagues at all levels[1] • Demonstrate a capable work ethic and an ability to complete tasks on time. • Demonstrate an appreciation of the importance of privacy and confidentiality, protecting health information and using it appropriately. • Understand the legal, statutory and contractual structures supporting the delivery of maternity care and the management of employees[9]. • Demonstrates a high level of personal responsibility, accountability and integrity • Take care of your own physical and mental wellbeing, and have the resilience needed to undertake the role, and seek support where needed. • Demonstrate self-awareness of your impact on people and invest in your professional growth. **Desired:** • Willingness and ability to cross cover other maternity services in the district if needed

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. The position holder may be asked to perform other duties as reasonably required by the employer in accordance with the role.