



## Position Description

<b>Position title:</b>	Anaesthetic Team Leader	<b>Date:</b>	March 2025
<b>Reports to:</b>	Theatre Services Manager	<b>Department:</b>	Theatre
<b>Number of reports:</b>	Direct:~8-10 Total (include indirect):	<b>Location:</b>	North Harbour
<b>Delegated financial authority:</b>	N/A	<b>Budget ownership:</b>	No
<b>Level of influence:</b>	<b>Leading others</b>		

## Our Organisation

At Southern Cross Healthcare, our vision is to help people live their best lives by reimagining healthcare.

Across our nationwide network, we combine the skills of more than 4,000 people including nurses and anaesthetic technicians, working with specialists, surgeons, anaesthetists, and allied health practitioners.

As New Zealand's largest private provider of healthcare, our strong "for purpose ethos" and through being recognised as one of New Zealand's leading and most trusted brands, we are poised to amplify the delivery of healthcare services like no other.

Vision	Purpose
Our vision is for what we aspire.	Our purpose is why we exist.
<b>To help people live their best lives by reimagining healthcare.</b>	<b>To advance the provision of quality healthcare in Aotearoa New Zealand.</b>

## Values and Behaviours

**Teamwork:** We will work together because we know that a strong team will always outperform strong individuals.

**Responsibility:** We will take ownership and pride in our work. We will act with integrity and be accountable for our behaviour.

**Respect:** We will act fairly in a culture of mutual trust and respect.

**Aspiration:** We will aspire to be the best we can be. We will recognise and celebrate success.

## Role Purpose

The Anaesthetic Team Leader is responsible for overseeing and coordinating Anaesthetic Services to ensure they are efficient and effective. They provide skilled assistance to the Anaesthetist to ensure safe patient care during anaesthesia. The role includes maintaining and preparing anaesthesia equipment. The Anaesthetic Team Leader also supports and educates the Anaesthetic Team and works closely with the Theatre Services Manager to achieve the hospital's goals.

## Key Relationships

### Internal

- General Manager
- Theatre Services Manager
- Theatre Staff
- Medical Specialists
- Clinical and Non-clinical Staff

### External

- Patients, Relatives and Visitors
- Medical Representatives
- Supplies
- Maintenance Contractors

## Key Accountabilities

### Clinical Practice

- Ensures the delivery of safe, professional anaesthetic practice that meets acceptable clinical standards by demonstrating an understanding of and compliance with hospital policies and procedures, and nationally and internationally recognised standards, guidelines and accepted practices.
- Contributes to the delivery of quality, cost effective patient care through an appropriate level of patient assessment, effective workload management, teamwork, and flexible rostering that is responsive to the changing needs of the business and patient care requirements.
- Ensures anaesthetic equipment is checked and prepared appropriately for every procedure.
- Ensures timely and accurate documentation by recording patient assessments, Anaesthetic Assistant activities, and Medical Specialists instructions.
- Demonstrates advanced knowledge and skill in anaesthetic care and provides coaching, teaching, and mentoring to colleagues.
- Leads the team in the management of emergencies and complex situations within scope of practice.
- Takes a leadership role in critical incident debriefing.
- Is proactive in ensuring the principles of the Treaty of Waitangi are applied to practice.
- Leads others in an awareness of the needs of other cultures and ethnicities and oversees its application to practice.
- Maintains competence and knowledge in CPR, Infection Control, Fire Safety and Evacuation, Health and Safety at Work.

- Actively participates in the provision of clinical care on the OR roster,
- Actively supports the team in all aspects of patient preparation and care.

#### **Business Acumen**

- Ensures staff rosters and costs are managed in a fair and efficient way, in collaboration with the Theatre Services Manager
- Contributes to own hospital's business plan
- Ensures the costs of medical supplies and other costs/fees to be charged to the patient are captured
- Is involved in recruitment processes for Anaesthetic Assistants
- Leads the evaluation of new products or equipment related to Anaesthetics
- Provides input into and formulates CAPEX proposals for anaesthetic equipment

#### **Relationship Management**

- Is active and pursues the enhancement of relationships with internal/external customers
- Is a role model and presents a professional image at all times
- Responds positively to feedback
- Is a role model for accomplished communication skills

#### **Safety, Quality and Risk**

- Ensure all anaesthetic equipment is maintained and checked in compliance with recognised standards
- Initiates and leads change informed by audit results
- Identifies and leads quality initiatives to improve clinical practice and patient outcomes
- Monitors trends and takes action in response to risk management and incident reporting
- Works proactively towards ensuring attainment of the Health & Disability Services Standards

#### **Professional Development**

- Ensures the development of Anaesthetic Assistants knowledge and skill by taking responsibility for their own learning needs, promoting reflective practice, identifying development objectives, and leading and participating in educational opportunities
- Demonstrates accomplished skills in supervision, coaching and teaching of Anaesthetic Assistants
- Actively participates in the maintenance of own personal and professional development
- Prepares and participates in own performance appraisal
- Ensures annual performance reviews are undertaken for the Anaesthetic Assistant team
- Participates in the SCH PDRP programme

### **Health, Safety and Wellbeing**

- All employees are responsible for complying with health and safety policies and procedures.
- You are responsible for your own health and safety while at work and ensuring that your actions or inactions do not put others at risk.
- Identify, report and self-manage hazards where appropriate.
- Ensure that you complete early and accurate reporting of incidents at work.
- Participate and co-operate for shared health and safety responsibilities
- Actively participate where improvements to health and safety at SCHL can be made

### **Commitment to the principles of Te Tiriti o Waitangi**

- Demonstrate awareness and understanding of Te Tiriti o Waitangi obligations through manaakitanga (respect) and kawa whakaruruhau (cultural safety) as evidenced in interpersonal relationships.

### **Commitment to Diversity, Equity and Inclusion (DEI)**

- Honour diversity by acknowledging and respecting others' spiritual beliefs, cultural practices and lifestyle choices as evidenced in interpersonal relationships.
- Seek opportunities to include diversity, equity and inclusion practices in everyday work.

### **Commitment to Environment, Social and Governance (ESG)**

- Engage in sustainable practices whenever possible. Try to reduce the environmental impact of your work and take an active role to initiate change to meet Southern Cross' ESG (Environmental, Social and Governance) commitments.
- Actively engage to improve your knowledge regarding sustainable practices whenever possible.

## **Role Requirements**

### **Experience and skills required:**

- Minimum 5 years' Anaesthetic Technician / RN AA experience in Operating Theatres
- Minimum 2 years' experience at a senior level, including supervision of staff.
- Excellent interpersonal and communication skills
- Excellent problem-solving skills
- Effective adult teaching skills
- Excellent crisis management skills
- Knowledge of computer systems to an intermediate level

### **Experience and skills desirable:**

- Minimum 5 years

### **Education and qualifications required:**

- Anaesthetic Technician registration with Medical Sciences Council of New Zealand and current practising certificate
- Or
- Registered Nurse registration with Nursing Council of NZ and current practising certificate
  - NZRC CORE Advanced

## Leadership Attributes

### Human Centred Leadership

- Empathy
- Adaptability
- Connection

### Performance Coach

- Accountability
- Engagement
- Collaboration

### Change Enabler

- Execution
- Energy
- Contribution