

## POSITION DESCRIPTION

### POSITION DETAILS:

**TITLE:** Clinical Lead, National Child Cancer Network  
**REPORTS TO:** General Manager, Child Health, ADHB  
**LOCATION:** TBC (potential for some remote working)  
**AUTHORISED BY:** Diana Sarfati, Chief Executive, Te Aho o Te Kahu (Cancer Control Agency)  
**DATE:** 28 June 2021

### PRIMARY FUNCTION:

Every year in New Zealand around 150 children are diagnosed with cancer, with more than 80% of those children expected to survive. The National Child Cancer Network (NCCN) leads and provides clinical oversight of the implementation of the *National Plan for Child Cancer Services in New Zealand*<sup>1</sup>, within the context of the *New Zealand Cancer Action Plan 2019–2029*<sup>2</sup>. It operates under the auspices of Te Aho o Te Kahu (Cancer Control Agency). NCCN's national strategic direction, governance and leadership are provided by a national Reference Group.

NCCN funds the employment of clinical leadership, programme management and research expertise to oversee and implement its work programme. The Clinical Lead, National Child Cancer Network is an essential part of a small, high performing team critical to the delivery of NCCN's work programme. The clinical leadership role has a direct impact on the quality of services provided to children and young people affected by cancer and their families and whānau in New Zealand. This is a sector-based position that will work in collaboration with, but sits outside of Te Aho o Te Kahu. It is currently based at Auckland District Health Board through a contract between Te Aho o Te Kahu and the District Health Board.

The Clinical Lead has considerable autonomy in guiding clinical practice, informing child cancer service planning, and evaluating health outcomes for children with cancer in New Zealand. They are responsible for:

- Providing clinical leadership across child cancer services to ensure patients/whānau receive the highest levels of care, regardless of who they are or where they live
- Embedding the application of consistent practice across the country so that care looks the same regardless of where it is delivered
- Prioritising equity in health outcomes for Māori and all other peoples, engaging meaningfully with stakeholders to achieve shared goals
- Facilitating positive working relationships and ensuring effective partnerships and communication systems and processes are in place between all key stakeholders
- Providing oversight of NCCN's work programme, including implementing the annual Work Plan and monitoring of performance
- Acting as spokesperson for NCCN and its work streams.

The Clinical Lead will already be a senior-level health professional with current specialist paediatric oncology knowledge. They will need to continue to demonstrate that they are abreast of evidence-based best practice and current treatment regimens relevant to childhood cancer care.

<sup>1</sup> Ministry of Health. 2010. *National Plan for Child Cancer Services in New Zealand*. Wellington.

<sup>2</sup> Ministry of Health. 2020. *New Zealand Cancer Action Plan 2019–2029*. Wellington.

Leadership and relationship-building is an important aspect to the role. There will be a close working relationship with Te Aho o Te Kahu to support their role and activities. This work requires a cross-sector approach with clinicians working in specialist paediatric oncology centres, DHBs, shared care centres and NGOs.

#### KEY ACCOUNTABILITIES

Key Result Area	Expected Outcomes/Performance Indicators
1. Clinical leadership	<ul style="list-style-type: none"> <li>- Support the implementation of evidence based practice and care which provides equitable access to services across the country.</li> <li>- Play a key role in monitoring of clinical standards.</li> <li>- Ex-officio member of AYA Governance Group and Te Aho o Te Kahu Clinical Assembly.</li> <li>- Continually keep abreast of changes to cancer academic literature regarding childhood cancer.</li> <li>- Provide advice and input to Te Aho o Te Kahu national work streams as required.</li> </ul>
2. Clinical guideline management	<ul style="list-style-type: none"> <li>- Collaborate with paediatric oncologists/ haematologists on a national basis to review and update NCCN's suite of 200+ clinical guidelines.</li> </ul>
3. Working Groups	<ul style="list-style-type: none"> <li>- Participate in a range of NCCN Working Groups to deliver high quality, actionable outputs that are clearly linked to desired outcomes.</li> <li>- Anticipate potential risks, issues and dependencies, and effectively plan appropriate contingencies and solutions.</li> </ul>
4. Research support	<ul style="list-style-type: none"> <li>- Collaborate (with Research Lead) on the design, implementation and analysis of research regarding child cancer service delivery in New Zealand.</li> <li>- Proactively seek opportunities for new research partnerships and dissemination of findings to a wider audience.</li> </ul>
5. NCCN Reference Group member	<ul style="list-style-type: none"> <li>- Attend NCCN Reference Group meetings as a full member.</li> <li>- With the Reference Group Chair and Programme Manager, function as an executive to approve action and expenditure with delegated authority.</li> <li>- Undertake projects as directed by the NCCN Reference Group.</li> </ul>
6. Relationship management	<ul style="list-style-type: none"> <li>- Foster strong working relationships and collaboration with stakeholders including other paediatric oncology health professionals, Te Aho o Te Kahu, AYA Cancer Network Aotearoa, DHBs, NGO providers and other cancer support providers.</li> </ul>

#### Authorities

<b>FTE</b> Direct Reports: Nil	<b>Budget Accountability (if applicable):</b> Nil
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#### Relationships

External	Internal	Committees/Groups
<ul style="list-style-type: none"> <li>▪ Te Aho o Te Kahu (Cancer Control Agency)</li> <li>▪ Ministry of Health</li> <li>▪ DHBs</li> <li>▪ AYA Cancer Network Aotearoa</li> <li>▪ NGO providers &amp; wider health and social community agencies <ul style="list-style-type: none"> <li>➤ Child Cancer Foundation</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ NCCN Programme Manager</li> <li>▪ NZCCR Research Lead</li> <li>▪ General Manager, Child Health, ADHB</li> <li>▪ Chair, NCCN Reference Group</li> <li>▪ NCCN Working Group Chairs</li> <li>▪ National Clinical Lead, AYA Cancer Network Aotearoa</li> <li>▪ Programme Manager, AYA</li> </ul>	<ul style="list-style-type: none"> <li>▪ NCCN Reference Group</li> <li>▪ Other NCCN working groups</li> <li>▪ Te Aho o Te Kahu Clinical Assembly</li> <li>▪ AYA Governance Group</li> </ul>

<ul style="list-style-type: none"> <li>➤ CanTeen</li> <li>➤ Leukaemia and Blood Cancer NZ (LBC)</li> <li>▪ Specialist centre paediatric oncology teams (e.g Clinical Directors)</li> <li>▪ Paediatric oncology shared care teams</li> <li>▪ International child cancer researchers</li> <li>▪ SIOP Continental Chair for Oceania</li> <li>▪ ANZCHOG</li> </ul>	Cancer Network Aotearoa	
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### Person Specification

Education & Qualifications	Essential	Desired
Qualifications	<ul style="list-style-type: none"> <li>▪ Relevant tertiary healthcare (clinical) qualification relating to cancer.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Relevant cancer-specific postgraduate qualification (s).</li> </ul>
Experience/Knowledge	<ul style="list-style-type: none"> <li>▪ Extensive clinical experience in a relevant paediatric oncology setting.</li> <li>▪ Knowledge of paediatric oncology issues in New Zealand and internationally.</li> <li>▪ Strong understanding of the New Zealand health system, including how paediatric oncology fits within general oncology and healthcare more broadly.</li> <li>▪ Experience in research and evaluation processes.</li> <li>▪ Significant experience in stakeholder and external relationship management.</li> <li>▪ Knowledge of the implications of the Treaty of Waitangi with a commitment to biculturalism.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Proven experience with roles of a similar size and scope.</li> <li>▪ Experience managing high profile and sensitive issues.</li> <li>▪ Experience working with NGOs.</li> </ul>

### Personal Characteristics

A trusted high-performing, experienced health professional with a broad skill-set and an adaptive approach to problem solving and achieving outcomes. An autonomous and self-motivated sector leader, you can engage and maintain constructive working relationships with a range of stakeholders across the sector to achieve shared outcomes.

### Critical Competencies

COMPETENCY	DESCRIPTION
Integrity and Trust	<ul style="list-style-type: none"> <li>• Is able to hold the trust and respect of the paediatric oncology community and wider oncology community.</li> <li>• Demonstrates public service professionalism and adheres to the Standards of Integrity and Conduct. Provides accurate and impartial advice.</li> </ul>
Decision Quality	<ul style="list-style-type: none"> <li>• Makes good decisions based upon analysis, wisdom, experience, and judgement; most solutions and suggestions turn out to be correct and accurate when judged over time; sought out by others for advice and</li> </ul>

	<p>solutions.</p> <ul style="list-style-type: none"> <li>• Able to navigate complexity and ambiguity to deliver outcomes.</li> </ul>
Interpersonal Savvy	<ul style="list-style-type: none"> <li>• Builds appropriate rapport through constructive and effective relationships.</li> <li>• Willingness to work with multiple organisations/ stakeholder groups within and across organisations, disciplines and levels of management.</li> <li>• Uses diplomacy and tact; can diffuse high-tension situations comfortably.</li> <li>• Ability to demonstrate fairness and impartiality and act as an ambassador for NCCN and the collective good of patients.</li> </ul>
Adaptability and flexibility	<ul style="list-style-type: none"> <li>• Ability to adapt and work effectively within a variety of situations and with various individuals or groups.</li> <li>• Willingness to undertake new and diverse tasks as required to reach goals and outcomes.</li> </ul>
Innovation	<ul style="list-style-type: none"> <li>• Thinks outside the square and contributes to solutions across a wide range of national service development activity.</li> <li>• Understands the impact of health inequity within populations and communities and contributes to activities that aim to address these.</li> </ul>
Drive for Results	<ul style="list-style-type: none"> <li>• Can be counted on to achieve results. Sets high standards and pushes self and others to perform.</li> <li>• Ensures a high level of accuracy and consistent quality when delivering projects and activities.</li> </ul>
Teamwork and Collaboration	<ul style="list-style-type: none"> <li>• Ability to turn strategy into action, to work as part of a small self-managing team, and to guide and support others to implement actions successfully.</li> <li>• Recognises and respects individual and team differences.</li> </ul>
Values Diversity	<ul style="list-style-type: none"> <li>• Understands the significance of the Te Tiriti o Waitangi.</li> <li>• Displays cultural awareness, sensitivity and willingness to work positively to improve equitable outcomes for Māori and Pacific children (in particular) with cancer.</li> <li>• Values diversity and actively inclusive of diverse perspectives.</li> </ul>
Customer Focus	<ul style="list-style-type: none"> <li>• Establishes and maintains effective internal and external relationships. Is dedicated to listening to understanding and recognising the needs of others. Acts with the customer in mind.</li> </ul>
Priority Setting	<ul style="list-style-type: none"> <li>• Supports Te Aho o Te Kahu's shared purpose and vision. Uses logic to determine what is important and ensures their time and the time of others is spent on this.</li> </ul>
Perspective	<ul style="list-style-type: none"> <li>• Looks toward the broadest possible view of an issue/challenge and can easily pose future scenarios; can think globally; can discuss multiple aspects and impacts of issues and project them into the future.</li> </ul>
Political Savvy	<ul style="list-style-type: none"> <li>• Can manoeuvre through complex political situations effectively and quietly; is sensitive to how people and organisations function; anticipates where the land mines are and plans his/her approach accordingly.</li> </ul>
Change Management	<ul style="list-style-type: none"> <li>• Understands necessity for constant change and is alert to opportunities to achieve this.</li> <li>• Ability to generate commitment to change from others.</li> </ul>
Intermediate competency in the use of computers, Microsoft office.	<ul style="list-style-type: none"> <li>• Excel, Email, Internet, Word, Powerpoint.</li> </ul>