

Position Description

Board of Trustee

Chair



The Road Traffic Accident Trauma Charitable Trust trading as the National Road Trauma Centre is a dedicated charitable organisation committed and to enhancing the lives of others.

Due to a significant expansion, the National Road Trauma Centre is now seeking additional Board of Trustees who have an active interest in the Trust's lead role in roading, healthcare, emergency services and post trauma care sectors that will allow us to continue to meet our objectives when we were founded in 2010.

Our strategic objectives are organised around a structure designed to ensure it provides meaningful impact to reduce the socio and economic cost of road trauma in our community. Currently in New Zealand Motor vehicle crash injuries have the highest rate of major trauma. Our five strategic objectives will look at a transformed approach to address the wider socio-economic consequences of motor vehicle crashes by providing integrated services that would be commercially viable and sustainable for those impacted directly and indirectly impacted.

Our newly proposed structure is to provide the best outcome to optimise support centric to the needs of patients, industry professionals and road trauma prevention (road safety, physical and psychological injury prevention) in a structure and set at a standard not seen in New Zealand. It is our vision, this newly defined structure will enhance collaboration and connectiveness to benefit and best serve the needs of those in our community, particularly those most vulnerable.

We believe our people are our strongest asset and are fundamental to our continued success. We are looking for a qualified candidate who shares our values to join our Board of Trustees in the role of Chair. The position requires someone who has current Board Chair experience at a Senior Governance Board level. This role will require a person who is committed to positive long-term working relationships with government entities, stakeholders and industry professionals. Has a high level of initiative with the ability to adopt strong business strategies to advance the Trust strategic goals and objectives.

We see this role as a wonderful opportunity to join the Trust, shape our future and build our legacy. The Chair has an important role to play by effectively communicating the vision and purpose of the Trust.

To support the rapid growth of the Trust we are seeking a strong Board Chair who will:

- Chair Trustee meetings with the ability to be fair, impartial; think objectivity in meetings and decision making and to ensure there is full participation at meetings.
- Understand and take into account the interests and needs of all shareholders, ensuring equity and parity across the road safety and healthcare sectors.
- Develop strong relationships with other key stakeholders, government and non-government organisations to ensure cohesion and alignment of purpose and vision.
- Ensure the Trust is inclusive of and responsive to all areas of practice particularly in the rapidly changing landscape of healthcare, road safety, emergency services sectors and relative government organisations.
- Ensure the Trust continues to maintain strong strategic partnerships with all health and social care providers in line with the national strategic direction set out in the Strategic Plan.
- Continue to retain good relations with all Trustees and ensure that their input and experience is maximised.
- Ensure the Trust, in its role continues to engage and be actively be seen as a leader particularly taking into consideration the impact of emerging integration of road safety and healthcare.
- Support the Trust is its growth and development phase to ensure we expand and diversify our Board.
- Support the Trust to enhance our capital raising and allocation to enhance the Trust's five-year strategy, including the appointment of full time employed staff.

Previous Experience:

- Experience in leading and delivering change management.
- Previous Board Chair experience with a minimum of five years with previous Crown experience highly encouraged.

Why you will enjoy working with us.

You will be joining a highly skilled, highly productive team who are passionate about what we do. We are looking forward to you bringing your expertise.

You will have the ability to work amongst a diverse range of stakeholders including those in healthcare, emergency services, psychology, road safety and engineering.

This position is non-remunerated, however, reimbursement of expenses are available. As we expand our capital growth, it is anticipated there will be remuneration opportunities in the future.

For further information please contact Danielle Thompson, danielle@nationalroadtraumacentre.org.nz or Sarah Dean, sarah@nationalroadtraumacentre.org.nz, mobile 027 324 0918.

Position Description



Chair - New Zealand Road Safety, Emergency Response and Healthcare Awards Executive Committee

The New Zealand Road Safety, Emergency Response and Healthcare Awards Executive Committee is seeking an Awards Chair. This would be suitable for a person who has previous Chair or relevant governance experience at a professional or executive level.

This role will require a person who is committed to positive long-term working relationships with government entities, stakeholders, industry professionals, community organisations and the public.

The New Zealand Road Safety, Emergency Response and Healthcare Awards Executive Committee comprises well-respected members of the community practising in either community service, medical science, risk management, engineering, road safety, or emergency services, and representatives from relevant central government agencies.

The purpose of the New Zealand Road Safety, Emergency Response and Healthcare Awards Executive Committee is to:

- Annually review and provide feedback on the Awards criteria as required.
- Provide oversight of the Awards process and provide feedback on Awards as required.
- Ensure sufficient due diligence has been provided by the Nominee to ensure Award recipients are deemed 'fit and proper' persons.
- Provide recommendations on recipients for the Awards. If the vote is not unanimous, then a two thirds majority would be required.
- Provide formal advice on other matters, as required, to the Trust.

About

The New Zealand Road Safety, Emergency Response and Healthcare Awards were established in 2021. These Awards were established as a part of the nationalisation of the Canterbury Road Trauma Awards. The Awards are organised by the Road Traffic Accident Trauma Charitable Trust trading as the National Road Trauma Centre. These Awards are for ordinary people doing exceptional work, day in, day out, across New Zealand. The Awards are designed specifically for industry professionals in emergency services, hospital care, post hospital care, road safety and those in the community who are contributing to improved road trauma outcomes who may otherwise not be acknowledged.

The New Zealand Road Safety, Emergency Response and Healthcare Awards has three Award categories which include National Award for Emergency Response and Healthcare, National Award for Road Safety and National Award for Community Service.

Primary Duties

- Prepare meeting Agenda in conjunction to the Awards Secretariat.
- Review meeting minutes prior to distribution to the Awards Executive Committee.
- Ensure the Awards Executive Committee members are notified of any regulations, guidelines, procedures and other matters relating to the Awards as required by the Trust.
- Ensure all intellectual property and branding of the Awards of maintained and respected.

- Ensure the Committee preserves the integrity of the Awards and that broadest recognition of significant achievements from across respective areas in which the Awards comprise.
- Ensure the Award recipients are selected in an efficient and ethical manner as per the Awards nomination criteria.
- Attend official annual Awards ceremony and carry out any other duties ceremonial formal duties as required.
- Provide statements for the official media release and marketing material as required by the Trust.
- Attend pre and post Award Executive Committee meetings briefings with the Trust.
- Attend Trustee meeting as required.

This role would meet The Awards Executive Committee meet approximately no more than two to three times per annum. The Awards Chair duties would expect to be no more than 20 – 30 hours per annum.

Why you will enjoy working with us.

You will be joining a highly skilled, highly productive team who are passionate about what we do. We are looking forward to you bringing your expertise.

You will have the ability to work amongst a diverse range of stakeholders including those in healthcare, emergency services, psychology, road safety and engineering.

This position is non-remunerated, however, reimbursement of expenses are available. As we expand our capital growth, it is anticipated there will be remuneration opportunities in the future.

For further information please contact Danielle Thompson, danielle@nationalroadtraumacentre.org.nz or Sarah Dean, sarah@nationalroadtraumacentre.org.nz, mobile 027 324 0918.

Position Description

Board of Trustee

Psychology



The Road Traffic Accident Trauma Charitable Trust trading as the National Road Trauma Centre is a dedicated charitable organisation committed and to enhancing the lives of others.

Due to a significant expansion, the National Road Trauma Centre is now seeking additional Board of Trustees who have an active interest in the Trust's lead role in roading, healthcare, emergency services and post trauma care sectors that will allow us to continue to meet our objectives when we were founded in 2010.

Our strategic objectives are organised around a structure designed to ensure it provides meaningful impact to reduce the socio and economic cost of road trauma in our community. Currently in New Zealand Motor vehicle crash injuries have the highest rate of major trauma. Our five strategic objectives will look at a transformed approach to address the wider socio-economic consequences of motor vehicle crashes by providing integrated services that would be commercially viable and sustainable for those impacted directly and indirectly impacted.

Our newly proposed structure is to provide the best outcome to optimise support centric to the needs of patients, industry professionals and road trauma prevention (road safety, physical and psychological injury prevention) in a structure and set at a standard not seen in New Zealand. It is our vision, this newly defined structure will enhance collaboration and connectiveness to benefit and best serve the needs of those in our community, particularly those most vulnerable.

We believe our people are our strongest asset and are fundamental to our continued success. We are looking for a qualified candidate who shares our values to join our Board of Trustees in the role of Psychology. The position requires someone who has current clinical management experience with a particular focus on providing expert guidance on educational programmes for industry professionals and patient clinical matters. This role will require a person who is committed to positive long-term working relationships with government entities, stakeholders and industry professionals.

The Board of Trustee for Psychology role will include:

- Provide clinical governance and advice to the Board.
- Demonstrate leadership by taking a proactive role in setting relevant clinical policy, standards, and educational programmes.
- Provide direction to best clinical practice and new initiatives that will improve best clinical practice and by executing effective risk management for patient clinical care.
- Manage best clinical practice with stakeholders, industry professionals and other relevant organisations.

Previous Experience:

- Previous board experience would be beneficial however, not necessary.

Qualifications:

- Preferably academic linked with a University in both teaching and research.
- Relevant qualifications in psychology.
- Proven experience in strategic management, governance, or related fields.
- Strong analytical and problem-solving skills.
- A strong understanding of centric patient care and health ethics
- Proven ability to engage and collaborate with a wide range of stakeholders.
- Excellent communication, advocacy, and interpersonal skills.

Why you will enjoy working with us.

You will be joining a highly skilled, highly productive team who are passionate about what we do. We are looking forward to you bringing your expertise.

You will have the ability to work amongst a diverse range of stakeholders including those in healthcare, emergency services, psychology, road safety and engineering.

This position is non-remunerated, however, reimbursement of expenses are available. As we expand our capital growth, it is anticipated there will be remuneration opportunities in the future.

For further information please contact Danielle Thompson, danielle@nationalroadtraumacentre.org.nz or Sarah Dean, sarah@nationalroadtraumacentre.org.nz, mobile 027 324 0918.

Position Description

Board of Trustee

Medical Clinician



The Road Traffic Accident Trauma Charitable Trust trading as the National Road Trauma Centre is a dedicated charitable organisation committed and to enhancing the lives of others.

Due to a significant expansion, the National Road Trauma Centre is now seeking additional Trustees who have an active interest in the Trust's lead role in roading, healthcare, emergency services and post trauma care sectors that will allow us to continue to meet our objectives when we were founded in 2010.

Our strategic objectives are organised around a structure designed to ensure it provides meaningful impact to reduce the socio and economic cost of road trauma in our community. Currently in New Zealand Motor vehicle crash injuries have the highest rate of major trauma. Our five strategic objectives will look at a transformed approach to address the wider socio-economic consequences of motor vehicle crashes by providing integrated services that would be commercially viable and sustainable for those impacted directly and indirectly impacted.

Our newly proposed structure is to provide the best outcome to optimise support centric to the needs of patients, industry professionals and road trauma prevention (road safety, physical and psychological injury prevention) in a structure and set at a standard not seen in New Zealand. It is our vision, this newly defined structure will enhance collaboration and connectiveness to benefit and best serve the needs of those in our community, particularly those most vulnerable.

We believe our people are our strongest asset and are fundamental to our continued success. We are looking for a qualified candidate who shares our values to join our Board of Trustees in the role of Medical Clinician.

The position requires someone who has current Clinical Management experience at a Governance Board level with a particular focus on providing expert guidance on clinical matters in either pre-hospital (emergency), hospital or post hospital trauma care. This role will require a person who is committed to positive long-term working relationships with government entities, stakeholders and industry professionals.

The Trustee for Clinical Management role will include:

- Provide clinical governance and advice to the Board.
- Deliver direction to best clinical practice and by executing effective risk management for patient clinical care.
- Demonstrate leadership by taking a proactive role in leading relevant clinical policy and standards.
- Supports operational clinical activity and new initiatives that will improve best clinical practice.
- Manage best clinical practice with stakeholders, industry professionals and other relevant organisations.

Qualifications and experience:

- Preferably academic linked with a University in both teaching and research.
- Qualifications in healthcare, medicine or other associated fields.
- A strong understanding of centric patient care and health ethics.
- Proven experience in strategic management, governance, or related fields.
- Strong analytical and problem-solving skills.
- Extensive experience in healthcare, public policy, or a related field.
- Proven ability to engage and collaborate with a wide range of stakeholders.
- Excellent communication, advocacy, and interpersonal skills.

This position is non-remunerated, however, there may be reimbursement of expenses opportunities in the future.

For further information please contact Danielle Thompson, danielle@nationalroadtraumacentre.org.nz
or Sarah Dean, sarah@nationalroadtraumacentre.org.nz, mobile 027 324 0918.

Position Description

Board of Trustee

Legal



The Road Traffic Accident Trauma Charitable Trust trading as the National Road Trauma Centre is a dedicated charitable organisation committed and to enhancing the lives of others.

Due to a significant expansion, the National Road Trauma Centre is now seeking additional Board of Trustees who have an active interest in the Trust's lead role in roading, healthcare, emergency services and post trauma care sectors that will allow us to continue to meet our objectives when we were founded in 2010.

Our strategic objectives are organised around a structure designed to ensure it provides meaningful impact to reduce the socio and economic cost of road trauma in our community. Currently in New Zealand Motor vehicle crash injuries have the highest rate of major trauma. Our five strategic objectives will look at a transformed approach to address the wider socio-economic consequences of motor vehicle crashes by providing integrated services that would be commercially viable and sustainable for those impacted directly and indirectly impacted.

Our newly proposed structure is to provide the best outcome to optimise support centric to the needs of patients, industry professionals and road trauma prevention (road safety, physical and psychological injury prevention) in a structure and set at a standard not seen in New Zealand. It is our vision, this newly defined structure will enhance collaboration and connectiveness to benefit and best serve the needs of those in our community, particularly those most vulnerable.

We believe our people are our strongest asset and are fundamental to our continued success. We are looking for a qualified candidate who shares our values to join our Board of Trustees in the role of Legal. The position requires someone who has current legal experience at a Senior Governance Board level. This role will require a person who is committed to positive long-term working relationships with government entities, stakeholders and industry professionals. Has a high level of initiative with the ability to adopt strong business acumen to advance the Trust strategic goals and objectives.

We see this role as a wonderful opportunity to join the Trust, shape our future and build our legacy. The role of our Legal Trustee has an important role to play to support the rapid growth of the Trust. We are seeking a Trustee who will:

- Develop strong relationships with other key stakeholders, government and non-government organisations to ensure cohesion and alignment of purpose and vision.
- Take an active interest in ethical issues associated with the Trust's activities.
- Monitor for any potential or contingent liability for the Trust. Provide opinion on matters of compliance and develop strategies to effectively mitigate any perceived risks.
- Support the Trust in its growth and development phase to ensure we expand and diversify our Board.
- Support the Trust to enhance our capital raising and allocation to enhance the Trust's five year strategy, including the appointment of full time employed staff.
- Demonstrate professionalism to support a culture of integrity by setting an example for others to follow.

Previous Experience:

- Experience in commercial law would be advantageous.
- Provide specialist legal advice in negotiating, drafting, interpreting and administering reviewing funding agreements and contracts. Provide professional opinion as to whether contractual and funding proposals are compliant.
- Providing legal advice that identifies and provides options for managing legal risk.
- Previous board experience would be beneficial however, not necessary.

Qualifications:

- Law degree (LLB) and a current New Zealand Practicing Certificate are required.

Why you will enjoy working with us.

You will be joining a highly skilled, highly productive team who are passionate about what we do. We are looking forward to you bringing your expertise.

You will have the ability to work amongst a diverse range of stakeholders including those in healthcare, emergency services, psychology, road safety and engineering.

This position is non-remunerated, however, reimbursement of expenses are available. As we expand our capital growth, it is anticipated there will be remuneration opportunities in the future.

For further information please contact Danielle Thompson, danielle@nationalroadtraumacentre.org.nz or Sarah Dean, sarah@nationalroadtraumacentre.org.nz, mobile 027 324 0918.



Position Description

Board of Trustee

Strategic Communications and Marketing

The Road Traffic Accident Trauma Charitable Trust trading as the National Road Trauma Centre is a dedicated charitable organisation committed and to enhancing the lives of others.

Due to a significant expansion, the National Road Trauma Centre is now seeking additional Trustees who have an active interest in the Trust's lead role in roading, healthcare, emergency services and post trauma care sectors that will allow us to continue to meet our objectives when we were founded in 2010.

Our strategic objectives are organised around a structure designed to ensure it provides meaningful impact to reduce the socio and economic cost of road trauma in our community. Currently in New Zealand Motor vehicle crash injuries have the highest rate of major trauma. Our five strategic objectives will look at a transformed approach to address the wider socio-economic consequences of motor vehicle crashes by providing integrated services that would be commercially viable and sustainable for those impacted directly and indirectly impacted.

Our newly proposed structure is to provide the best outcome to optimise support centric to the needs of patients, industry professionals and road trauma prevention (road safety, physical and psychological injury prevention) in a structure and set at a standard not seen in New Zealand. It is our vision, this newly defined structure will enhance collaboration and connectiveness to benefit and best serve the needs of those in our community, particularly those most vulnerable.

We believe our people are our strongest asset and are fundamental to our continued success. We are looking for a qualified candidate who shares our values to join our Board of Trustees in the role of Strategic Communications and Marketing. The position requires someone who can create long-term relationships and interact with the media, general public, other governmental entities, key stakeholders in a collaborative manner. Plan and implement communications, events and programs that will contribute to accomplish the goals and objectives of the Trust.

This role will be well supported. The Trust has an established network of academics and industry professionals within this sector to support its growth.

The Board of Trustee for Strategic Communications and Marketing is responsible for:

Duties

- Develop an annual Communications and Marketing Strategy in alignment with the Trust's Strategic Plan that enhances the Trust's visibility and brand awareness.
- Prepare media releases. Provide guidance and assistance with media, international and external communications including media presence.
- Collaborate with stakeholders and government agencies to ensure alignment and collaboration on strategic objectives.
- Develop strong pathways to support the Trust in its growth and development.
- Lead the Trust's new website development and implementation.

The positions are non-remunerated. However, there may be reimbursement of expenses opportunities in the future.

Minimum Qualifications

Required:

- Bachelors' Degree in Public Relations, Communications, Journalism, Marketing, or related field from an accredited university.

Experience:

- Knowledge of online marketing and a sound understanding of major marketing channels. Proficiency in Social Media Platforms (Facebook, Twitter, Instagram, LinkedIn, etc.)
- Familiarity with web design and publishing.
- Experience in working for a diverse organisation.
- Five years related experience in professional communications, marketing, public relations, organisational communication, public information or communications management.

This position is non-remunerated, however, reimbursement of expenses are available. As we expand our capital growth, it is anticipated there will be remuneration opportunities in the future.

For further information please contact Danielle Thompson, danielle@nationalroadtraumacentre.org.nz or Sarah Dean, sarah@nationalroadtraumacentre.org.nz, mobile 027 324 0918.



Position Description

Board of Trustee

Road Safety

The Road Traffic Accident Trauma Charitable Trust trading as the National Road Trauma Centre (NRTC) is a dedicated charitable organisation committed and to enhancing the lives of others.

Due to a significant expansion, the NRTC is now seeking additional Board of Trustees who have an active interest in the Trust's lead role in roading, healthcare, emergency services and post trauma care sectors that will allow us to continue to meet our objectives when we were founded in 2010.

Our strategic objectives are organised around a structure designed to ensure it provides meaningful impact to reduce the socio and economic cost of road trauma in our community. Currently in New Zealand Motor vehicle crash injuries have the highest rate of major trauma (physical injuries). Our five strategic objectives will look at a transformed approach to address the wider socio-economic consequences of motor vehicle crashes by providing integrated services that would be commercially viable and sustainable for those impacted directly and indirectly impacted.

We believe our people are our strongest asset and are fundamental to our continued success. We are committed to growing our people and we will offer professional opportunities to support and grow you.

The Board Member plays a critical role in providing strategic oversight and guidance to ensure the NRTC effectively meets its goals and objectives. This position requires an individual with a strong commitment to the Trust's mission, vision, and values. This role would be well suited to an individual who has the ability to think critically, strategically with stakeholders with the ambition to deliver, and capacity to commit.

We are looking for a qualified candidate who shares our values to join our Board of Trustees in the role of Road Safety. The position requires someone who can establish long-term relationships with stakeholders, NGO's and the wider community in a positive, engaging and collaborative manner. This position offers an opportunity to make a significant impact on road safety initiatives, ultimately contributing to safer communities and improved quality of life.

The Board of Trustee for Road Safety role would include:

- Communicate the National Road Trauma Centre strategy and its expected benefits to others.
- Build and maintain relationships with diverse stakeholders, across a large geographical area, including government agencies, NGO's in the road safety, emergency services and healthcare sector, to foster a unified approach to road safety.
- Enhance medical and road safety collaboration through the range of services of the Centre including education and professional development.
- Continue raising public awareness and commitment to road safety and be a champion of the New Zealand Road Safety, Emergency Response and Healthcare Awards to industry awards professionals.
- Remain well-informed of key Government decisions that effect policy or legislation and ensure the Trust responds to emerging needs as required.
- Contribute to Board discussions on socio-economic outcomes and their implications for road safety and healthcare initiatives.
- Represent the organisation in an honest, ethical and professional way and encourage others to do so.
- Demonstrate professionalism to support a culture of integrity by setting an example for others to follow.

Qualifications:

- Preferably academic linked with a University in both teaching and research.
- Qualifications in Road Safety, Transportation Engineering or other associated fields.

- Proven experience in strategic management, governance, or related fields.
- Strong analytical and problem-solving skills.
- Extensive experience in road safety, public policy, or a related field.
- Strong understanding of current legislation and government initiatives related to road safety.
- Proven ability to engage and collaborate with a wide range of stakeholders.
- Excellent communication, advocacy, and interpersonal skills.

The position would be non-remunerated, however, it would provide an opportunity for the right person to expand their technical skills or enhance further employment opportunities. It is anticipated with growth – remuneration of time and expenses may be reimbursed.

For further information please contact Danielle Thompson, danielle@nationalroadtraumacentre.org.nz or Sarah Dean, sarah@nationalroadtraumacentre.org.nz, mobile 027 324 0918.



Position Description

Board Secretary

The Road Traffic Accident Trauma Charitable Trust trading as the National Road Trauma Centre is a dedicated charitable organisation committed and to enhancing the lives of others.

Due to a significant expansion, the National Road Trauma Centre is now seeking additional Trustees who have an active interest in the Trust's lead role in roading, healthcare, emergency services and post trauma care sectors that will allow us to continue to meet our objectives when we were founded in 2010.

Our strategic objectives are organised around a structure designed to ensure it provides meaningful impact to reduce the socio and economic cost of road trauma in our community. Currently in New Zealand Motor vehicle crash injuries have the highest rate of major trauma. Our five strategic objectives will look at a transformed approach to address the wider socio-economic consequences of motor vehicle crashes by providing integrated services that would be commercially viable and sustainable for those impacted directly and indirectly impacted.

Our newly proposed structure is to provide the best outcome to optimise support centric to the needs of patients, industry professionals and road trauma prevention (road safety, physical and psychological injury prevention) in a structure and set at a standard not seen in New Zealand. It is our vision, this newly defined structure will enhance collaboration and connectiveness to benefit and best serve the needs of those in our community, particularly those most vulnerable.

We are looking for a qualified candidate who shares our values to join our Board of Trustees in the role of Board Secretary. The position requires someone who can provide professional, confidential support to the Trust Board in their meeting and communications processes.

We are especially interested in those who would like to make an influential difference to our community through our highly regarded service offerings.

Primary Duties

- Record and prepare accurate record of meeting minutes ensuring that the discussions and decisions of the Board are recorded accurately.
- Microsoft Teams may be used to record and transcribe meeting minutes.
- Circulate minutes for review by the Trust Board within three - five days of the meeting and finalise.
- Coordinate communication within the Trust Board and follow up actions arising from the meetings (if requested by Chair).
- Maintain a central register of key governance documents and ensure that they are easily accessible to Chair, Trustees and regulatory bodies as required.

Additional Duties if Capacity

- Liaise with Stakeholders on behalf of the Trust.
- Prepare and finalise Induction Pack of new Board Members and distribute once authorised.

The position would be non-remunerated, however, it would provide an opportunity for the right person to expand their technical skills or enhance further employment opportunities. It is anticipated with growth – remuneration of time and expenses may be reimbursed.

For further information please contact Danielle Thompson, danielle@nationalroadtraumacentre.org.nz or Sarah Dean, sarah@nationalroadtraumacentre.org.nz, mobile 027 324 0918.