

Job Description

Kaitakawaenga

Te Iho Whenua – Community Mental Health & Addiction Services.

Position Title:	Kaitakawaenga
Organisation Unit:	Te Iho Whenua – Community Mental Health and Addiction Services.
Location:	Whangarei, Te Whatu Ora Te Tai Tokerau
Responsible to:	Clinical Team Manager, Cultural Lead, Kai Ngawari, Te Whatu Ora Te Tai Tokerau
Primary Functions of the Position:	<ul style="list-style-type: none"> To improve health outcomes for Māori, to improve safety and quality of care for tamariki, rangatahi and their whānau accessing Te Iho Whenua - Neurological Assessment & Support Service. Improve cultural safety and quality of care for whānau. Work as a key member of the multi-disciplinary team; providing assessment, treatment and consultation, while taking account of socio-cultural and kaupapa Māori issues relevant to the wellbeing of tamariki and rangatahi, within the context of their whānau. Liaise with Te Whatu Ora services, community agencies and other kaupapa Māori organisations (e.g. marae, hāpu and iwi) to increase access to specialist care for tamariki and rangatahi and their whānau requiring service interventions. Participate as an effective team member in the development and functioning of the Neurological Assessment & Support Service, with a commitment to kaupapa Māori health delivery, ongoing education, and innovative practice. To assist in the enhancement of culturally responsive services for Māori to improve health outcomes for Māori.

Functional Relationships

The Kaitakawaenga will develop and maintain excellent relationships with:

Internal	External
<ul style="list-style-type: none"> • All members of the Pregnancy and Parental Service Team • Clinical Head of Department • Cultural Lead • Consumer and Family Leaders • AOD Teams • Maternal and Infant Mental Health Teams • Mental Health & Addiction Services (MHAS) staff • Te Whatu Ora – Te Tai Tokerau Child Health Centre • Te Whatu Ora – Te Tai Tokerau Family Violence Coordinator 	<ul style="list-style-type: none"> • Local iwi and hāpu • Tāngata Whaiora/clients, their whānau/families and significant others • Other government agencies eg Ministry of Education, Ministry of Justice, Oranga Tamaraki • Community Agencies e.g. primary healthcare organisations, General Practitioner's, Schools, NGO's, Zealand Police • Other Te Whatu Ora regions • Ministry of Education Early Intervention Team • NGO's • Social Services • Iwi Providers • All Stakeholders involved in the shared care of the consumer

Key Responsibilities and Expected Outcomes

Te Whatu Ora Te Tai Tokerau has established a set of values by which the organisation will respond, in part, to achieving its goals and objectives through their workforce. The following Values and supporting statements are expected behaviours of each individual employed with Te Whatu Ora Te Tai Tokerau:

Values	Supporting Statement
Tāngata i te tuatahi People First	He whakapapa, he mokopuna, he tamariki, he mātua, he tūpuna. He aha te mea nui. He tāngata, he tāngata, he tāngata Our people are central to all we do
Whakaute (tuku mana) Respect	He whakaaro nui ki ētahi atu We treat others as they would like to be treated
Manaaki Caring	Ko te manaaki – he whāngai, he kākahu, he ropiropi. Akona e te whānau whānui We nurture those around us, and treat all with dignity and compassion
Whakawhitiwhiti Kōrero Communication	Whakawhitiwhiti kōrero i runga te tika, te pono me te aroha We communicate openly, safely and with respect to promote clear understanding
Te Hiranga Excellence	Kia kaha, kia māia, kia manawa nui Our attitude of excellence inspires confidence and innovation

The position of Kaitakawaenga encompasses the following major functions or key result areas:

- Te Tiriti o Waitangi
- Responsive Service Delivery
- Influence positive health outcomes for Māori.
- Participation in Service
- Health and Safety
- Privacy and Confidentiality

The outcome requirements of the above key responsibility areas are outlined below:

Key Responsibility Area	Expected Outcomes
Te Tiriti o Waitangi	<ul style="list-style-type: none"> • Contribute to the promotion of the articles and principles of Te Tiriti o Waitangi and the involvement of Māori within the decision-making process for their health and independence, within District Health Board management processes and procedures • Include the articles and principles of Te Tiriti o Waitangi within all aspects of the role and its outcomes • Ensure that consultation and engagement processes include appropriate mechanisms to meet the need of Māori in a culturally appropriate and safe manner • Attend the Northland District Health Board Te Tiriti o Waitangi Training
Responsive service delivery <i>To influence service access for Māori by facilitating culturally appropriate processes for Tamariki, Rangatahi and their Whānau</i>	<ul style="list-style-type: none"> • Work with Kaimahi to ensure appropriate Tikanga (i.e. Karakia, mihimihi, Whakawhānaungatanga) is applied during contacts with tamariki, rangatahi and their whānau. • Support kaimahi to develop therapeutic relationships with whakamā (difficult to reach) tamariki, rangatahi and their whānau • Actively promote the ongoing development and utilisation of whānau engagement. • Effectively reflect and communicate the needs, interests and rights of whānau by providing or facilitating a whānau perspective in planning, policy development, service development and monitoring. • Where appropriate, provide a perspective from the lived experience as whānau. • Where appropriate act as link between kaimahi and whānau following a serious incident, complaint or conflict situation. • Responsive to cultural and age specific issues where appropriate.
Influence positive health outcomes for Māori. <i>To influence outcomes for Maori by facilitating culturally appropriate processes for Tamariki, Rangatahi and their whanau</i>	<ul style="list-style-type: none"> • Assist communication between kaimahi and whānau with a focus on supporting whānau of rangatahi and tamariki. • Work collaboratively with kaimahi to identify and follow through with cultural interventions as identified in cultural assessments commenced at point of entry and in ongoing engagement. • Be an active member of the multi-disciplinary team reviews. • Where appropriate, and with support of Cultural Lead, facilitate the provision of and/ or access to cultural support workers, a culturally appropriate environment, rongoā Māori, tohunga, speakers in te reo rangatira in accordance with the needs and aspirations of tamariki, rangatahi and their whānau. • Work in collaboration with the kaimahi to ensure cultural factors relating to socio-cultural environment are observed in practice.
Participation in Service <i>Enhance the cultural competencies of Kaimahi</i>	<ul style="list-style-type: none"> • Provide guidance and support to embed Māori processes focusing on Te Reo me ōna Tikanga in kaimahi practice. • Support kaimahi to develop and enhance their communication skills needed to work effectively with Maori whanau. • Provide formal cultural mentoring and guidance to kaimahi

Key Responsibility Area	Expected Outcomes
Quality Assurance and Monitoring	<ul style="list-style-type: none"> • Provide cultural expertise to support complaints and incidents resolution for Tāngata Whaiora and their whānau. • Provide advice and guidance to ensure accountability to Māori stakeholders, internally and externally. • Arrange or facilitate hui and Māori formalities within mental health services • Support kaimahi by providing interpreter services as required. • Data are provided as required by the service and all documentation is completed concisely, accurately and objectively in accordance with the organisation standards.
Health & Safety	<ul style="list-style-type: none"> • Ensure compliance with designated responsibilities detailed in Northland District Health Board's Health and Safety Policy and annual objectives • Promote an environment of physical, occupational, cultural, ethical and legal safety • Participate in the organisation's Health and Safety Management training programme. • Observe and promote safe work practices, rules and instructions relating to work, and be pro-active in hazard management • Willingly co-operate in the achievement of all health and safety goals and initiatives by: <ul style="list-style-type: none"> • Practicing and observing safe work methods; • The use of safety equipment; • Reporting unsafe conditions or equipment; and • Reporting and documenting all accidents or incidents
Privacy and Confidentiality	<ul style="list-style-type: none"> • Undertake all duties and responsibilities in accordance with the Privacy Act 2020, Health Information Privacy Code 2020, and Privacy Policies and Procedures of Te Whatu Ora Te Tai Tokerau • Complete mandatory induction training on Privacy responsibilities

Variation of Duties

Duties and responsibilities described above should not be construed as a complete and exhaustive list as it is not the intention to limit in any way the scope or functions of the position. Duties and responsibilities may be amended from time to time, in consultation with the employee, to meet any changing conditions and service requirements.

Person Specification

Education and Qualifications

Essential	Desirable
<ul style="list-style-type: none"> • Te Tiriti o Waitangi course • Te Reo Māori 	<ul style="list-style-type: none"> • Level 4 Mental Health Certificate • Commitment for ongoing professional development/activity

Experience

Essential	Desirable
<ul style="list-style-type: none">• Ability to advocate for Tāngata Whaiora cultural needs appropriately• Demonstrated knowledge of Te Reo me ōna Tikanga Māori• Working knowledge of key tamariki/rangatahi issues and psychopathology.• Networking skills.• A commitment to effective role modelling for Tāngata Whaiora and their Whānau.• Full drivers licence.	<ul style="list-style-type: none">• A commitment to further professional development, including Tikanga Māori.• Experience in evidence-informed therapies for people who have experienced significant trauma, psychosis and substance use problems.• Demonstrated ability to work in a multi-disciplinary health team.• Experience of working in a community setting.

Awareness and Understanding of

Essential	Desirable
<ul style="list-style-type: none">• Te Tiriti o Waitangi and its application to the health setting• Privacy Act (1993) and Health Information Privacy Code (1994)• Health and Safety at Work in Employment Act 2015• An understanding of Māori mental health issues at a local and regional level• Familiar with Te Tai Tokerau iwi kawa and Tikanga	<ul style="list-style-type: none">• Te Tiriti o Waitangi and its application to the health setting• Privacy Act (1993) and Health Information Privacy Code (1994)• Health and Safety at Work Act 2015• Health and Disability Commissioner (Code of Health and Disability Services Consumers' Rights) Regulations (1996)

Skills & Personal Attributes

Skills
<ul style="list-style-type: none">• Culturally responsive• Strong interpersonal, written and oral communication skills• Good time management• Use of effective stress management techniques• A commitment to personal wellbeing

Personal Attributes
<ul style="list-style-type: none">• Honesty and Integrity• Motivated, creative and flexible

Performance Development Review

An initial review of performance will be conducted after three months, with an annual review thereafter.

An individual Development Plan will be developed to reflect the contribution this position is expected to make towards achieving the team's objectives and measures. Key result areas will be developed and agreed at this time.

Authorised by: _____

Signature: _____

Date: _____

Acceptance

Acceptance of the position implies acceptance of this position description.

Position Title: _____

Signature of
employee: _____

Date: _____