



WHANGANUI
founded in
1892



WAIRARAPA
founded in
1896



MANAWATŪ
founded in
1902



HOROWHENUA
founded in
1987

Kaiwhakahaere Oranga/Wellbeing Co-ordinator

Kaupapa | Purpose

The Wellbeing Coordinator triages support needs and ensures any barriers to achievement and success are overcome.

Through culturally responsive, data-informed strategies, the Wellbeing Coordinator ensures ākonga have access to essential resources, professional support, and wellbeing initiatives that promote a positive learner experience.

The Wellbeing Coordinator develops and supports wellbeing focused initiatives that enhance the physical and mental wellbeing of ākonga prioritising Māori, Pasifika, and learners with disabilities

A Te Tiriti-centred approach to wellbeing is essential, recognising the importance of whanaungatanga and manaakitanga in advancing learning achievement, diversity and inclusion.

Tō mātou tirohanga roa | Our vision

Whakairohia he toki, tāraia te anamata | Learning with purpose, creating our futures

Tō Mātou Pūtake | Our purpose

Te Pūkenga provides excellent and quality education opportunities that support learners, employers and communities gain the skills, knowledge, and capabilities Aotearoa needs now and for the future. Learners and their whānau are at the centre of all we do.

Tā mātou whakahaerenga | Our Organisation

UCOL's roots began in 1892 in Whanganui, joined by Wairarapa in 1896, Palmerston North in 1902 and Horowhenua in 2017. Adapting to the growing needs of a young nation, UCOL's innovation and agility has a compelling track record.

UCOL in its many forms has been part of the community for more than a century. We are a proud example of a successful Institute of Technology and Polytechnic. We have a rich heritage and much to contribute to the future of vocational learning. UCOL is a valued and essential partner and is known for leading vocational education and training opportunities



Ngā mahi | Do

Our approach ensures ākonga have access to essential resources, professional support, and inclusive wellbeing initiatives that promote a positive learner experience.

Triage wellbeing support needs through a service model of Te Whare Tapa Whā (whole person development) in line with Te Atakura and UCOL's Cultural Competency Framework (He Kakano Rua). Enable connections to appropriate internal support and referral pathways to external support through community-based providers (such as specialist mental health services).

Provide ākonga with information and resources to make informed decisions about their physical and mental health. Provide ākonga with clear guidance on accessing external medical and mental health services ensuring an appropriate response and diverse learner needs are met. Collaborate with healthcare providers and social agencies, to ensure ākonga can access the necessary external support when needed.

Collaborate with ākonga, faculty, and other support services to facilitate early intervention plans to assist with challenges and issues that may impact academic study and ensure ākonga success.

Focus on mental health and wellbeing initiatives, wellbeing campaigns and advocacy. Coordinate a comprehensive range of opportunities and experiences that enhance the physical and mental wellbeing of ākonga. Wellbeing activities across all sites are facilitated in liaison with clinical staff and Te Mana Tauira site Managers prioritising Māori, Pacific and ākonga with disabilities. In liaison with marketing ensure these activities are well promoted.

Contribute to strategic goals and strategic plans for supporting the wellbeing and safety of learners across all campuses.

Provide advice and administrative support for Te Mana Tauira Managers. Provide monthly reports with relevant data and information in accordance with the reporting requirements of Health New Zealand | Te Whatu Ora .

Pūkenga | Have

3-5 years' experience in a related position.

Experience in mental health support or mental health advocacy especially in multicultural and diverse educational settings.

Demonstrated success in implementing student retention strategies would be an advantage.

Tertiary level qualification in mental health, social work, or related field - (preferably at degree level).

Experience/knowledge of mental health first aid.

Ability to effectively use a variety of software and reporting applications and to produce and understand reports and data.

Ability to calmly manage a wide variety of situations.

Have proven excellent organisational skills and caring nature.

Exceptional stakeholder engagement skills.

Highly developed interpersonal, written, and oral presentation skills.

Experience in advocating and leading the inclusion and application of Te Tiriti o Waitangi practices in a workplace setting is required

Ability to support and advocate the use of te reo, tikanga, and mātauranga Māori in the workplace

Ability to support and advocate approaches that promote equity and prioritise the needs of priority groups



Focus Areas

Triaging wellbeing support needs and facilitating access to appropriate support. Coordinating wellbeing activities across all sites in liaison with clinical staff and student support site Managers. Prioritising Māori, Pacific and akonga with disabilities enabling connection to appropriate internal support and referral pathways to external community services (such as specialist mental health services).

Health and Safety

Under the Health and Safety at Work Act 2015, you must take reasonable care of your own health and safety and that of others affected by your actions at work. This includes complying with UCOL's health and safety policies, procedures, and relevant legislation. You must identify and report hazards promptly, use equipment and PPE correctly, report incidents and near misses immediately, and participate in health and safety training and initiatives. Active engagement in improving health and safety practices is expected.

Functional Relationships

Internal:

Te Mana Tauira Team

Lecturing kaimahi

Academic Portfolio Managers

External:

External agencies, community service providers including mental health services

Resource delegations and responsibilities:

NA



Waiaro | Be

Ngā Uara | Our Values

Whanaungatanga | Relationships

Connecting with people and establishing meaningful relationships built on trust and integrity is vital. Great relationships result in collaboration, partnerships and unity. At UCOL, we embrace diversity and inclusivity for all people.

Kia eke panuku, eke Tangaroa | Excellence

Everywhere we look at UCOL we seek innovation and quality that defines us as a high performing institute. We strive for excellence in our programmes, our teaching methods, our resources and systems and processes. We want to see people excelling at what they do and are proud of what we achieve.

Te huringa tangata | Transformation

Transformation requires inspiration, and bold, courageous behaviour. We take pride in being a part of the transformation that occurs in our students as they become successful graduates and alumni. UCOL is always looking at fresh ideas.

Kia kakamā | Agility

Agility is about us working in many different ways, being adaptable and agile in the way we work with others. Through engagement, empowerment and innovation we develop deeper understanding and discover new ways of achieving our goals.

