

Position Description

Senior Tūturu Lead – Auckland

Reports to Operations Manager – Youth Services

Responsible for Tūturu Facilitator – Pacific Focus

Service/Team Tūturu

About Us

Since 1980, we have supported thousands of New Zealanders whose lives are affected by alcohol, drug or other addiction challenges. We provide effective, evidence-based services that support wellbeing. We do this in partnership with tāngata whai ora (people seeking wellness) and their whānau, working together to build the lives they want.

We wholeheartedly believe that everyone living in New Zealand should have the opportunity to live life to the fullest and feel hopeful about their future. Our services encourage stronger connections with friends and whānau and enable meaningful participation in the community.

Our pillars – whakawhirinaki | trust, pono | honesty, haepapa | responsibility, matapōpore | concern, and aroha | love – are the foundation of our work, guiding how we work together and with others.

Tō Tātou Matakiteenga | Our Vision

Poutia, Heretia

Tuia te muka tangata ki te pou tokomanawa

Ka tū mana motuhake, Ka noho herekore i ngā waranga me ngā wero nui o te ao.

People, whānau and communities are connected and supported to live the lives they want, free from drug, alcohol and other addiction challenges.

Tō Tātou Aronga | Our Purpose

Ka hangaia e mātou he whare haumarū, he whare tūmanako hoki e tīni ai te tangata, he wāhi whakaaroaro, he wāhi ako, he wāhi tūhono anō hoki, me kore e puta tātou ki te wheiao, ki te ao mārama.

We create hopeful and safe spaces for change with opportunities to reflect; learn and connect so that people can move towards a brighter future.

Background

Tūturu is a partnership programme between New Zealand Drug Foundation (NZDF) and Odyssey, it is a uniquely Aotearoa approach that brings schools and health services together, so that students can learn, be well, and be prepared for a modern world. Tūturu exists to help schools and health services better support all students to learn and be well.

Tūturu uses the expertise of the education and health sectors to explore complex issues. It has focused on alcohol and other drugs (AOD) to help schools move towards approaches that prepare all students for modern life, shifting away from approaches that end up avoiding or reacting to issues.

This role will be part a national team of Tūturu Leads working within multiple organisations across New Zealand.

Tūturu Programme Objectives

- More students stay engaged at school, with schools relying less on exclusions and expulsions for AOD use.
- Young people are better prepared for the future and modern life because they have learnt how to make sense of what they see, hear, and experience.
- Māori and Pacific students experience equitable outcomes with their peers.
- Health services develop greater capacity to work with schools, whānau, and communities.

This will be achieved through an approach that:

- Is strength-based, evidence-based, with student wellbeing central to the direction and decision making.
- Focuses on equity and achieving equitable outcomes for Māori and Pacific students.
- Empowers education and health services to collaborate to help students learn and stay well.
- Supports schools to put systems in place to ensure AOD and other issues are identified earlier, and students receive access to support.
- Involves whānau and the school community, strengthening the support provided to students in ways determined by and unique to each school community.
- Is shared openly and widely with the support of a range of resources that are available nationwide.
- Continues to learn, develop and improve.

Position Purpose

In close collaboration with NZDF and Odyssey Leadership, support the implementation of Tūturu across the Auckland region. This includes:

- Working with secondary schools in Auckland region to use a Tūturu approach.
- Working with the NZDF to plan and implement support and mentoring for Tūturu kaimahi.
- Strengthening relationships between education and AOD youth providers.
- Contributing to the development of Tūturu and Tūturu networks.
- Supporting the Tūturu Facilitator to achieve positive outcomes for students using the Tūturu approach.

Key Areas of Responsibility

Area of Responsibility	Performance Measures
<p>Service Delivery</p> <ul style="list-style-type: none"> • Support the implementation of the Tūturu approach in Auckland. This involves: <ul style="list-style-type: none"> ◦ Providing strengths and evidence-based approaches to student welfare, where their wellbeing is central to the direction of decision making. ◦ Building and maintaining strong working relationships with school staff and school senior leadership teams. ◦ Empowering relevant education and health service staff to work collaboratively to support the needs of students. ◦ Supporting schools to implement the Tūturu approach. ◦ Identifying and responding to professional learning and development (PLD) opportunities in schools and the community. ◦ Developing and sharing resources for schools and other stakeholders on the Tūturu approach. ◦ Maintaining up-to-date knowledge of youth, mental health, AOD and education sector. <p>Tūturu Network</p> <ul style="list-style-type: none"> • Maintain and expand networks that support the delivery of the Tūturu approach within schools in the Auckland region. This includes: <ul style="list-style-type: none"> ◦ Building and maintaining network relationships with AOD services, including Odyssey services, and other relevant stakeholders, expanding these networks further as appropriate. ◦ Coordinating and facilitating or attending Tūturu network hui. ◦ Developing or providing resources and training to support the development of Tūturu. ◦ Develop and implement an annual work plan with members of the Auckland Tūturu network. 	<ul style="list-style-type: none"> • Key stakeholders indicate satisfaction with the support and leadership provided e.g. whānau, other AOD providers, youth services, cultural services. • Evidence is provided that Māori and Pacific students experience equitable outcomes as a result of Tūturu interventions. • PLD opportunities are presented to school staff and other relevant stakeholders. • Stakeholders/school staff express satisfaction with the support provided to develop appropriate resources. • Health services, school staff, whānau, and communities express satisfaction with the coordination provided to deliver a holistic approach that complements Tūturu. • Information provided to schools and other stakeholders is well-researched and up-to date. • Demonstrates appropriate knowledge in the fields of youth, mental health, AOD and education sector; the line manager expresses satisfaction. <ul style="list-style-type: none"> • Excellent working relationships are established and maintained with current and new schools or AOD services, NZDF and other Tūturu Leads; satisfaction is expressed with the level of collaboration provided. • Tūturu network hui are arranged, facilitated and/or regularly attended. • Trainings and resources provided contribute to the development of the Tūturu network. • Annual work plan is completed.

Area of Responsibility	Performance Measures
<p>Organisational Commitments</p> <ul style="list-style-type: none"> • Meet all organisational requirements which includes: <ul style="list-style-type: none"> ◦ Adhering to relevant organisation policies and procedures. ◦ Reporting to line manager on progress against agreed workplans. ◦ Attending supervision as required. <p>Team Management</p> <ul style="list-style-type: none"> • Effectively manage, develop, and support the Tūturu Facilitator to consistently deliver high quality, professional programmes in secondary schools by: <ul style="list-style-type: none"> ◦ Ensuring they attend all relevant core training. ◦ Providing ongoing advice, support and guidance though ad hoc and regular one-on-one catch ups and annual performance reviews. ◦ Supporting appropriate training, professional development, or study (as appropriate) to ensure the Facilitator has the skills to deliver the core functions of the programme. ◦ Adhering to organisational HR policies and procedures as appropriate. <p>Auckland Region Leadership</p> <ul style="list-style-type: none"> • Act as a key support contact for the Auckland region, which includes being responsible for increasing the knowledge of Tūturu and responding to and managing queries. • Actively participate in and assist the Tūturu Leadership group and, by mutual agreement, support National Tūturu activities such as inductions and training sessions for new Tūturu Leads. • Provide leadership to other youth services in the Auckland region regarding the Tūturu approach and facilitate collaboration across the community to support the implementation of Tūturu. • Actively promote Tūturu within the Auckland area and work collaboratively with other leaders in the Tūturu network. • Provide mentoring and support to members of the wider Tūturu network as required. 	<ul style="list-style-type: none"> • Engages in supervision with NZDF as agreed. • All relevant Odyssey policies and procedures are understood and adhered to. • Reports are provided in an accurate and timely manner. <ul style="list-style-type: none"> • Feedback from and performance of the Tūturu Facilitator indicates an effective induction process. • Effective performance is achieved through appropriate and timely support, coaching, training etc. • Feedback from the Tūturu Facilitator indicates they feel supported in a positive and productive way. • Demonstrates knowledge and understanding of key HR processes and policies. <ul style="list-style-type: none"> • Appropriate support is provided to relevant agencies and timely responses to queries related to Tūturu. • Excellent working relationships are developed and maintained with relevant agencies in Auckland area; satisfaction is expressed with the level of collaboration and interaction provided. • Trainings and resources provided contribute to the development of the Tūturu network; participants/recipients express satisfaction with these. • The National Tūturu team receive appropriate and timely information regarding trends – inquiries, requests for additional support and input by communities (for example, Whole-School Approach Day or teacher training).

Area of Responsibility	Performance Measures
<ul style="list-style-type: none"> • Provide targeted and on-going mentoring and Support to Auckland based Tūturu staff. <p>Health and Safety</p> <ul style="list-style-type: none"> • Identify and act on any potential risks to self or others, including rangatahi/taiohi, whānau and/or other kaimahi. • Be familiar with and abide by the organisation's health and safety policies and reporting procedures, ensuring others do the same as required. • Follow safe work practices, which includes the effective use of safety equipment, identification of workplace hazards and taking action to reduce or eliminate these. <p>Te Tiriti o Waitangi</p> <ul style="list-style-type: none"> • Demonstrate knowledge and understanding of Te Tiriti o Waitangi and its application in this role. <p>Professional Development</p> <ul style="list-style-type: none"> • Be proactive in own professional development. • Attend relevant organisational trainings as required. <p>General</p> <ul style="list-style-type: none"> • Work cooperatively with colleagues and contribute actively to team meetings. • Carry out any other duties that may be delegated by the line manager, which are in keeping with the scope of the role. 	<ul style="list-style-type: none"> • Auckland based Tūturu staff express satisfaction with the mentoring and support provided. <ul style="list-style-type: none"> • Risks (including Health and Safety, compliance and maintenance) are identified and reported. • Plans are put in place to resolve and/or mitigate potential problems as required • Issues are escalated to relevant manager as required. • Demonstrates understanding and compliance with organisational and legislative health and safety requirements and is proactive in ensuring employees are compliant. • Follows correct protocols when using safety equipment. • Workplace hazards are identified and plans are put in place to reduce /eliminate these, or the matter is escalated to the relevant authority. <ul style="list-style-type: none"> • Actions show knowledge and ability to apply the principles of Te Tiriti in the delivery of role. <ul style="list-style-type: none"> • Has an individual development plan which is implemented. • Attends organisational training required for role. <ul style="list-style-type: none"> • Regular attendance at team meetings and makes useful contributions. • Work is undertaken and completed. • Commitment and flexibility are demonstrated.

Key Relationships

Internal	External
<ul style="list-style-type: none"> • Operations Manager – Youth Services • Tūturu Facilitator • Other Odyssey kaimahi 	<ul style="list-style-type: none"> • Other Tūturu leads • NZDF staff • School education and health staff • School senior management • Other youth providers and cultural services in the Auckland region

Person Specification

Qualifications, Knowledge and Experience
<ul style="list-style-type: none"> • 2–3 years' relevant experience gained in an educational, community development, public health and/or other relevant health setting • Understanding of and strong interest in Tūturu/whole school's approach • A relevant (level 7) qualification e.g. Bachelor's in Education, Health Science, Social Work, Addictions • Demonstrated knowledge of AOD challenges facing youth. • Experience or good knowledge of the education, youth mental health and/or addictions sector • Understanding of and interest in Odyssey's work • Demonstrated understanding of the principles of Te Tiriti o Waitangi and inequities experienced by Māori in health/education • Proven expertise in using Microsoft suite applications • Full current NZ drivers license • Knowledge of the customs and culture of Pacific peoples • Experience of facilitating trainings is desirable • Knowledge of te reo and/or tikanga Māori is desirable
Skills and Abilities
<ul style="list-style-type: none"> • Able to influence systemic change within health and education • Able to motivate and promote positive change at a systems level • Able to work independently and co-operatively within a team and key stakeholders • Strong interpersonal and communication skills • Ability to establish and maintain effective relationships with a range of stakeholders • Demonstrated leadership skills, which includes the ability to motivate, engage, provide clear direction and adapt leadership style to fit system needs • Strong organisational and facilitation skills • Ability to work under pressure, complete work on time and to a good standard • Ability to work with limited supervision • Demonstrated cultural sensitivity and rainbow diversity awareness • Willingness to consider other viewpoints and adjust decisions as appropriate • Self-motivated, able to take the initiative and adapt decisions as appropriate • Ability to show discretion and tact. • Secondary regard for security and confidentiality, including client information • Fluency in English (written and spoken) • Demonstrated IT/word processing skills • Ability to acknowledge own limitations and be proactive with own self-development

Ngā Poupou | Our Pillars

Our Pillars are the foundation of our work, guiding how we work together and with each other.

Whakawhirinaki Trust	Reliable and shows great integrity.
Pono Honesty	Transparency and openness underpin all actions.
Haepapa Responsibility	Achieves and surpasses goals.
Matapōpore Concern	Empathic and interested in the wellbeing of others.
Aroha Love	Genuinely collaborative, supportive and able to work as part of a close-knit team, including with tāngata whai ora and whānau.