



Position Title:	Occupational Therapist/Kaiwhakaora Ngangahau	
Reports to:	Kaiatarau	
Location:	Te Whare Hīnātore	
Date Prepared:	12/10/19	
Key Relationships	Internal	Kaiwhakahaere, Kaiatarau, Kaiwhatu, Kaiarahi, Kaitohutohu, Kaiawhina Manurau and Manutea All levels of Mission staff through to senior leaders
	External	Multiple Government Agencies Specialist services/Social Workers/Key Workers Mental Health and Alcohol and Addiction Service providers Iwi and Pacifica stakeholders Sector organisations such as Lifewise, Tree House Neighbours, Body Corporate, Community businesses and Schools Families/Whānau of wāhine Educational organisations

## POSITION PURPOSE

The Kaiwhakaora Ngangahau is responsible for providing effective and efficient day to day support to residents residing at Te Whare Hīnātore with a kaupapa Māori and trauma-informed focus. Kaiwhakaora Ngangahau will work alongside the residential services teams to deliver advice, support and meaningful activities that help residents engage within the community and that will enhance quality of life.

## KEY RESULT AREAS

Result Area	Key Accountabilities
Screening Referral	Conduct comprehensive assessments using te ao Māori practice models.
Treatment Provision	Develop treatment plans which include goal setting, interventions, regular reviews and actively encourage involvement of whānau or other support people in the treatment provision.

<p>Activities &amp; Support</p>	<p>Using te ao Māori practice models, collaboratively develop &amp; deliver meaningful, relevant, content &amp; activities that engage whanau within Te Whare and encourage participation in the wider community.</p> <p>Develop and proactively maintain functional networks with other community agencies to ensure activities and support remains cutting edge and relevant.</p>
<p>Relationships policy practice &amp; Quality Research</p>	<p>Develops and maintains functional relationships with colleagues, supervisors, manager.</p> <p>Participates in and contributes to organisational reviews of Policy/Procedure, Practice Guidelines and Practice Standards</p> <p>Develops work practices that ensure functional membership of the multidisciplinary residential teams.</p> <p>Participates in and contributes to the development and implementation of residential planning, quality initiatives, research and evaluation activities.</p>
<p>Professional Practice</p>	<p>Ensures competent management of own emotion regulation when dealing with client incidents using methods of de-escalation and role modelling pro-social behaviours.</p> <p>Adhere to professional boundaries as outlined in the ACM Code of Ethics and Code of Conduct in all dealings with both co-workers and clients and external agency stakeholders.</p> <p>Demonstrate a commitment to your professional development in respect of developing knowledge and skill as it relates to a Kaupapa Māori trauma informed environment.</p> <p>Proactively participate in external supervision monthly. Ensure that agreed actions are completed and that the concerns and issues are raised and dealt with in a professional manner.</p>
<p>Health &amp; Safety</p>	<p>Maintain a safe and healthy work environment by role modelling and enforcing the ACM Health &amp; Safety Plan, complying with all Mission safety procedures and complying with legal regulations.</p> <p>Ensure understanding and adherence to safety procedures including the use of radios, Solo Protect personal safety devices, panic alarms and appropriate use of security cameras and footage.</p>

	<p>Ensure that all incidents are reported as per the Incident Management Procedure, and are recorded, analysed, reviewed and action taken to mitigate risks.</p> <p>Hold the H&amp;S portfolio in conjunction with the delegated kaimahi, ensure patterns are identified and action is taken to address issues and make the necessary changes to keep the environment safe.</p>
<p>Being part of Auckland City Mission</p>	<p>Demonstrate a commitment to and respect for Te Tiriti O Waitangi and incorporate these into your work.</p> <p>Demonstrates individual responsibility and accountability, which reflect adherence to ACM Policy and Procedure, Practice Guidelines and Practice Standards.</p> <p>Constructively participate as part of Te Whare Hīnātore, committed to maintaining a positive work environment with co-workers.</p> <p>Act in a professional manner at all times when engaging with co-workers, clients and external stakeholders adhering to the ACM Code of Conduct and Ethics.</p> <p>Ensure that all relevant information is communicated to co-workers and the manager in a timely and professional manner.</p> <p>Attend and proactively participate in all meetings, training and team activities.</p> <p>Comply with all legislative and regulatory requirements, and report any breaches as soon as they become known.</p>

## QUALIFICATIONS & EXPERIENCE

<p>Qualifications</p>	<ul style="list-style-type: none"> <li>• NZ Registered Occupational Therapist with current annual practicing certificate</li> <li>• Member of Occupational Therapy New Zealand – Professional Association.</li> </ul>
<p>Skills, Knowledge &amp; Experience</p>	<ul style="list-style-type: none"> <li>• Previous experience working as an Occupational Therapist.</li> <li>• Extensive experience developing treatment plans which include goal setting, interventions and regular reviews</li> <li>• Extensive knowledge of neuro rehabilitation and rehabilitation theory</li> <li>• Experience in providing Vocational Rehabilitation</li> <li>• The ability to work with people with a range of long-term conditions and intellectual impairments</li> <li>• Excellent clinical reasoning and the ability to work both autonomously and as effective team player</li> </ul>

	<ul style="list-style-type: none"><li>• Strong belief in person-centred practice; active support and supported decision making</li><li>• Understanding and commitment to Tikanga Maori</li></ul>
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