

MASH Trust is an innovative provider of health and disability support services in the lower North Island based in Palmerston North, supporting over 2000 people and whānau

REPORTS TO	Service Manager – Mental Health & AOD Palmerston North/Hawkes Bay
DIRECT REPORTS	Nil
DELEGATIONS	None
SALARY BAND	\$60 – \$80k dependent on experience
HOURS OF WORK	80 hours per fortnight
LOCATION	Palmerston North or Hawkes Bay
AOD TEAM PURPOSE	To support tāngata whaiora and their whānau to seek recovery from alcohol and other drug addiction, through addressing their emotional, spiritual, physical and relational wellbeing needs. By challenging old ways of doing, knowing and being, tāngata whaiora and their whānau will be continuously encouraged to seek change and transform their lives.
BUSINESS GROUP ROLE PURPOSE	To support tāngata whaiora to become an effective agent of change in their own recovery journey through the principles of Enabling Good Lives and Whānau Ora. To provide one-on-one and group interventions to people and their whānau to support them to achieve wellbeing through addressing harmful patterns of substance use.

MASH TRUST MISSION

Working together to achieve great lives.

OUR VALUES

Relationships	Build open relationships based on honesty and respect
Communication	Communicate with an open mind and heart
Mana	Recognise and promote the mana and strengths of the individual
Opportunities	Take opportunities to learn and grow together
Believe	Believe that together we will make a difference
Fun	Make fun a goal

KEY RELATIONSHIPS

Internal:

- ▶ Senior Leadership Team and ELT
- ▶ Other MASH Trust Managers and staff
- ▶ National Manager Mental Health - Community & AOD

External:

- ▶ Family/Whānau, tāngata whenua and advocates
- ▶ Allied Health professionals
- ▶ Community Agencies

KEY RESULT AREAS

Key Accountabilities	Summary of Outcomes
<p>People we support: Work with the people we support (tāngata whaiora) and their whānau in a manner that upholds the values of MASH, recognising people’s inherent dignity, mana and ability to be agents of change in their own lives.</p>	<p>Create and maintain empathetic, ethical and therapeutic relationships with tāngata whaiora and their whānau. These relationships will show strong evidence of MASH values throughout.</p>
<p>Culturally Responsive: Effectively work with Māori tāngata whaiora and whānau.</p>	<p>Working effectively with Māori tāngata whaiora and whānau is demonstrated through plans, team meetings, team and individual professional development and implementation of Māori informed evidence-based practice.</p>
<p>Te Tiriti O Waitangi: This function focuses on MASH's commitment to honouring the Te Tiriti principles of Rangatiratanga, equity, active protection, options, partnership. It involves building reciprocal relationships and partnerships with Māori to support the delivery of equitable access and outcomes for Māori and their whānau.</p>	<p>Support the delivery of equitable access and outcomes for Māori and their whānau. Build reciprocal relationships and partnerships with Māori. Honour the Te Tiriti principles of Rangatiratanga, equity, active protection, options, partnership.</p>
<p>Clinical Practice Provide comprehensive clinical assessments, formulate evidence-based treatment plans, and deliver therapeutic interventions tailored to clients' substance use disorders.</p> <p>This includes conducting regular evaluations of treatment progress, offering psychoeducation on addiction and recovery strategies, and collaborating with multidisciplinary teams to ensure holistic care and support for individuals seeking rehabilitation and sustained recovery.</p>	<p>Documented clinical assessments and evidenced base treatment plans.</p> <p>Maintaining records of ongoing assessments to monitor clients' progress, adjust treatment goals as necessary, and ensure continuity of care.</p> <p>Documenting sessions where psychoeducation on addiction, recovery strategies, and harm reduction principles was provided to clients and their families, promoting informed decision-making and empowering clients in their recovery journey.</p> <p>Providing examples of ethical dilemmas faced in practice and demonstrating how decisions were made in alignment with the principles outlined in the DAPAANZ code of ethics or other regulatory body’s code of ethics, such as respecting client autonomy, confidentiality, and cultural competence.</p>

<p>Group / 1-1 Facilitation: Practice safe and ethical support that follows the principles of Enabling Good Lives and Whānau Ora.</p> <p>Provide appropriate one-on-one intervention and support in collaboration with the Service Manager.</p>	<p>Support is safe and ethical. Interventions are well thought out and can be critically discussed.</p> <p>Group facilitation is effective as evidenced by others' observations and feedback from tāngata whaiora.</p>
<p>Service Delivery: Assist in the research, programming, and facilitation the delivery of the Monarch Treatment Programme and MASH AOD community intervention services. Receive feedback from Service Manager on group and one-on-one provision.</p> <p>Timely and efficient case management.</p> <p>All information and case notes are completed and up to date on MASH Hub.</p> <p>Adhere to relevant legal and ethical frameworks as defined by MASH trust, professional bodies (e.g. DAPAANZ, Social Workers Registration Board) and Aotearoa law.</p>	<p>Group and one-on-one intervention provided is appropriate, valid and within the scope of practice.</p> <p>Feedback in regard to the provision of service is taken on board and integrated into practice.</p> <p>Meet accepted requirements for timeframes of service delivery.</p> <p>Case notes, reports and practice tools are entered into MASH Hub in a timely manner. All reports and case notes are accessible in MASH Hub and available for reporting and review purposes. MASH Hub goals, plans and reports are reviewed and areas for improvement are identified and corrected.</p> <p>MASH Trust philosophy, policies and procedures and standards laid down in the MH&A Service Description are adhered to.</p> <p>Support is delivered within legal and ethical frameworks.</p>
<p>Working as part of a team Operate independently as well as being a contributing team player.</p> <p>Strong communication skills.</p> <p>Strong organisational skills and time management.</p> <p>Ability to identify, evaluate, and solve problems; be involved in the implementation of outcome measures.</p>	<p>Takes responsibility for forming strong, collaborative relationships with all team members.</p> <p>Communication in-person, on the phone and via e-mail is professional, respectful and clear.</p> <p>Tasks are completed in a timely manner, where this is not able to occur, clear communication in regards to why is given.</p> <p>Works collaboratively on problems and participates in resolving issues and service improvement initiatives.</p>
<p>Professional Development: Actively responsible for own professional development and utilise skills and strengths in the</p>	<p>Contribute to own professional development, skills and strengths and assist development of other staff</p>

support and ongoing development of other staff within MASH. Undertake monthly supervision.	within MASH is taken.
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PERSON SPECIFICATION

The ideal applicant for this position will be able to fulfil the following criteria:

Required competencies

A successful AOD Recovery Practitioner at MASH Trust will demonstrate the following competencies:

- Interpersonal skills - Demonstrated ability to relate to other staff in a professional, respectful, and effective manner; Supportive of others and cooperative approach to achieving targets; Effective conflict resolution skills.
- Emotional Intelligence - Perceives and manages emotions in self and others. Relates well to others, with strong interpersonal skills.
- Resilience - Remains calm, composed, and optimistic in stressful or high-pressure situations.
- Communication- Communicate in a manner that is clear and articulate with clients, family members, other employees, and agencies.
- Judgement - Is confident making judgements based on the information available, even if it is not complete or the situation is ambiguous.
- Ingenuity - Generates and implements new and innovative solutions, ideas, and approaches to problems.
- Flexibility- Demonstrated ability to undertake a wide range of different duties; demonstrates flexibility when carrying out or requested to take on additional tasks.
- Achievement - Demonstrates a strong focus on high performance standards and personal achievement. Goes above and beyond to exceed expectations.
- Critical Thinking - Critically analyses and evaluates information in a logical way when solving complex problems.

Required experience/qualifications

Job Specific Knowledge and Skills:

- ▶ Experience working with people who present with mental health distress, behavioural needs, and social inequity.
- ▶ Demonstrate an understanding of people with addictions and /or mental health challenges.
- ▶ Promote the health and wellness of individuals, families / whanau, and communities; demonstrate an open-minded non-judgmental approach, and integrity.
- ▶ Knowledge of Tikanga Māori and a commitment to the principles of the Te Tiriti o Waitangi.
- ▶ Knowledge of models of care and interventions in addictions and recovery support.
- ▶ Culturally safe practice.
- ▶ Group facilitation skills.
- ▶ Safe and ethical clinical practice with accountability for these outcomes.
- ▶ Competent writer across a range of client and community-related platforms; client records are clear, concise, and accurate.

Qualifications and other requirements:

- ▶ Hold a registration under the Health Practitioners Competence Assurance (HPCA) Act or have a recognised social work, psychology, counselling or addictions qualification with a current registration and annual practicing certificate
- ▶ Flexibility – hours and working locations as needed

- ▶ Full Drivers Licence
- ▶ First Aid Certificate.

Relationship building skills:

- ▶ Able to build rapport with tāngata whaiora
- ▶ Rapport with colleagues for shared vision
- ▶ Builds strong effective networks.

AUTHORISATION AND ACKNOWLEDGEMENT

The information contained in this position description is intended to describe the nature and level of work to be performed. This is not considered an exhaustive list of all the responsibilities, duties or skills required in the role.

This position description may be subject to change from time to time. Any such reorganisation of duties shall be the subject of discussion with the position incumbent.

Signing this position description indicates agreement and acceptance of the contents and conditions.

Acknowledged/ Accepted:

Employee

Date

Manager

Date