

POSITION DESCRIPTION

Position:	Kaitūruki - He Piringa Whare	
Team:	Toiora Whānau	
Reporting to:	Kaihautū Toiora Whānau	
Hours of work:	Permanent - 40 hours	
Direct Reports:	Nil	
Job Purpose:	<p>To engage, empower and contribute to whānau reaching their fullest potential using Whānau Ora. This role will be focused on working alongside whānau in our Collective Impact Initiative - He Piringa Whare.</p> <p><i>Deliver on the shared goals of He Piringa Whare</i></p> <p>Te Piringa Whare has four main goals:</p> <ul style="list-style-type: none"> • All whānau live in structurally safe, warm, dry homes within flourishing communities in Whanganui • These same whānau have access to workshops and educational opportunities which increases knowledge and skills to make improved decisions • Whānau live in loving and respectful relationships free of violence • Partner organisation system change (policy and legislation) 	
Functional Relationships	<ul style="list-style-type: none"> • Te Oranganui colleagues • Kaitātaki, Kaihautū and other kaitūruki working in the Te Piringa Whare initiative – Whanganui and Palmerston North (where applicable) • He Piringa Whare Working Group - Whanganui • Kotahitanga Alliance • Government and non-government organisations 	
Salary range	Negotiable	
Accepted by:	Signature:	Date:
<i>Name</i>		

Background

Te Oranganui is an Iwi governed Health and Social Service Organisation. Established in 1993, Te Oranganui has eight service lines and covers the iwi boundaries of Ngāti Apa/Ngā Wairiki, Te Ātihaunui a Pāpārangi and Ngā Rauru Kītahi. The eight services are;

Te Waipuna:	Primary Health & Medical
Te Taihāhā:	Disability Support Service
Waiora Hinengaro:	Vocations, Mental Health and Addictions
Toiora Whānau:	Whānau and Community
Puawai Whānau:	Tamariki Services
Waiora Whānau:	Healthy Families
Whakahaumanu Mana Tāne:	Clinical Services Corrections
Te Taituarā:	Business Unit

Our Vision	Korowaitia te puna waiora, hei orange motuhake mō te iwi
Our Mission	Investing in transformational wellbeing where whānau are at the centre of everything we do.
Our Values	
<i>Kotahitanga</i>	Kei te Kotahitanga o ngā kūmete nō uta, nō tai te orange o te iwi We are working for a common cause to effect positive change for the whānau we serve. We are collaborating with marae, hapū and iwi to build smarter capability and capacity for the collective. We are innovators of change, building a movement for transformation.
<i>Whanaungatanga</i>	Nō te whānau, mō te whānau We acknowledge whānau are the experts in their own lives. We care what whānau have to say about our services. We listen. We act. We learn.
<i>Pono</i>	Kia mau, kia ū ki ngā kete mātauranga nō ngā tupuna Our delivery and commitment to whānau, each other, and our partners is underpinned by Mātauranga and Kaupapa-Māori. We are well informed and value the knowledge we hold.
<i>Tika</i>	Whaia te ara tika ahakoa te aha Whānau ability to attain wellbeing is a fundamental right. We believe in a just fair system and so we will always do the right thing, even when it's not the easiest thing. We are honest and transparent. We honour our word.

Key Result Area 1: The Kaitūruki He Piringa Whare Whānau Ora role will assist and empower whānau to reach

- Advocacy; Promoter of whānau aspirations
- Brokerage; Engage the best people, opportunities, services suited to whānau needs
- Coaching; Supporting whānau to succeed in their goals, guide skill development and manage change
- Assisting whānau to enhance and develop their own skills and knowledge to build on their strengths and confidence.
- Connect whānau with services that will assist them to reach their goals and aspirations.
- Work to the heights of their abilities in order to provide a professional and effective service to whānau.
- A working knowledge of Collective Impact

Key Result Area 2: Participation in team/home organisation environment

- Provide quality service in accordance with the vision of He Piringa Whare
- The Kaihautū will demonstrate they are able to take on tasks outside of their immediate job description as discussed and agreed from time to time
- Excellent Communication Skills
- Work as part of He Piringa Whare team and Te Oranganui as a valued member of staff

Key Result Area 3: Best Practice

- Have a working knowledge of Collective Impact and Whānau Ora
- Deliver a high quality service in a Pilot environment
- Role model the standard for acceptable behaviour and professionalism
- Demonstrate that you are confident and competent in applying "Te Ara Whānau Ora" in your everyday work with whānau
- Identify a whānau/individual strengths as well as areas of attention and aligning this with whānau plan outcomes
- Engage with a wide range of networks in the community and connect these to whānau
- Data and reporting are kept up to date using Kotahi

- Utilising the data to inform your practice and ensure whānau are informed
- Be cognisant of and adhere to policy and legislation relevant to your work
- Understand how data can inform practice

Key Result Area 4: Whānau Self Management

- Advocacy and brokerage skills
- Interpersonal skills
- Ability to work with whānau/groups
- Building and maintaining relationships that will assist in providing opportunities for whānau/individuals to develop
- The facilitation of whānau centered decision making is evident through your coaching skills in working with Whānau
- Providing other service options for whānau and advocating to choose the service that best meets their need(s)

Key Result Area 5: Healthy Whānau Lifestyle

- Able to connect whānau with people/groups/organisations who can assist with improving healthy whānau lifestyles
- Ability to maintain your own health and wellbeing

Key Result Area 6: Full participation in society

- Ability to connect and re-connect whānau with services within the community i.e. Kohanga Reo, early childhood providers, kura, schools, health providers, marae etc.
- Ability to work across sectors and organisational structures
- Be able to link whānau/individuals across sectors
- Support whānau to grow their knowledge to make informed decisions

Key Result Area 7: Confident Whānau participation in Te Ao Māori

- Ability to connect whānau with iwi/hapū/ marae, community and cultural endeavours
- Broad knowledge of existing Iwi/Māori groups, organisations and services

Key Result Area 8: Whānau economic security and active involvement with wealth

- Motivating whānau to improve and strengthen their financial circumstances
- Have a working knowledge of systems that support whānau to grow their financial capacity and capability
- Connect whānau with business and social enterprise expertise.

Key Result Area 9: Whānau Cohesion

- Be able to identify opportunities for whānau to come together
- Demonstrates an ability to work with others and bring people together – through meetings/ one on one opportunity/aligning services

Key Result Area 10: Tiaki Taiao

- Contribute to maintaining a positive working environment
- Be cognisant of the environment and the impact our actions have.

Key Result Area 11: Health Safety & Wellbeing

- Following, implementing and ensuring compliance of all health & safety policies and processes of Te Oranganui.
- Ensuring all activities are planned, organised and managed well in order to prevent harm and promote wellbeing in the workplace;
- Provide and/or facilitate regular clinical supervision for all kaimahi including self.

General provisions

- Actively participate in Te Oranganui kaupapa activities including attending hui, karakia, whakawhānaungatanga, waiata sessions etc;
- Uphold the principles of Whānau Ora – working across teams and functions; acknowledging the unique skills and abilities all kaimahi bring
- Ensure you maintain an accurate and up to date understanding of Te Oranganui policies and that you uphold these at all times;
- Ensure the health & safety of yourself as well as others in your working environment, upholding organisational health and safety policies and procedures at all times;
- Proactively promote Te Oranganui in a positive light in all activities
- Actively participate in ongoing professional development including regular clinical supervision
- Participate in internal and external audits.
- Maintain practice within the code of professional conduct, competencies and standards of the relevant professional body
- Planning, preparation and participation in other events as required

The above statements are intended to describe the general nature and level of work being performed by the job holder. They are not intended to be an exhaustive list of all responsibilities, duties, or skills required of the job holder. From time to time, personnel may be required to perform duties outside of their normal responsibilities as needed.

Person Specification

Qualifications and Skills

- Highly Desirable – will be an advantage if you have already completed Te Ara Whānau Ora training

Key behaviours and attributes

- A working understanding of Whānau Ora and Collective Impact and how it is incorporated into your practice
- Commitment to ensuring best practice when working with whānau
- Passionate about delivering high quality experiences for whānau and kaimahi
- Proficiency in Te Reo Māori and embodying tikanga Māori in all aspects of work
- Ability to work positively under pressure and in a Pilot environment
- Is reliable, friendly, approachable and resilient
- Flexible, adaptable and resilient.
- Ability to build and maintain credible relationships internally and externally
- Ability to work unsupervised and make sound decisions whilst also being an active team member
- Ability to persevere with a task, and to display the required energy to achieve the objectives despite obstacles
- Report writing skills
- Competent and confident in using IT as a tool to support your work
- High level of professionalism
- A commitment to continuing professional development
- Good time management and organisational skills
- At least a current restricted drivers' licence
- Proven relationship management skills
- Understanding of the Treaty of Waitangi

Physical Attributes – Community based

- A medium degree of physical capacity is required as the work involves standing, walking, sitting, stretching, twisting bending and lifting/moving weights up to and above 15 kilograms frequently.
- Ability to move about and undertake necessary duties (sometimes in restricted spaces) both in an office environment and out in the community

- Visual ability sufficient to drive a motor vehicle, read accurately, write/record in a legible manner
- Hearing and speech, sufficient to communicate with clients and co-workers enabling direct and telephone communication

Other requirements of this position

- Current clean, full NZ driver licence
- Must be able to pass Te Oranganui's background check process
- New Zealand citizenship, permanent resident status, or a NZ work permit.