

Position Description

Kaiārahi Maori/Cultural Lead

Reports to Clinical Manager, AOD Service Auckland South Prison

Service/Team AOD Service Auckland South Prison

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, to feel hopeful about their future and to have meaningful relationships with friends and whānau.

Tō Tātou Matakiteinga | Our Vision

Poutia, Heretia

Tuia te muka tāngata 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, mei 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.

Position Purpose

- Support the Clinical Manager and team by leading cultural support within the AOD Service in Auckland South Prison, ensuring support is responsive to the needs of tāngata whai ora and their whānau, help to embed Te Tiriti o Waitangi into service delivery, ensure mana enhancing ways of working and wellbeing, and the achievement of tāngata whai ora goals.
- Establish and maintain effective relationship with key internal and external stakeholders, including colleagues, corrections staff, mana whenua/local iwi, and Māori community groups as appropriate.

Key Areas of Responsibility

Area of Responsibility	Performance Measures
<p>Cultural leadership</p> <ul style="list-style-type: none"> • Support the Clinical Manager in the provision of the AOD Service by providing Māori cultural leadership in relation to the development and delivery of cultural programmes for tāngara whai ora. This includes: <ul style="list-style-type: none"> ○ Developing bi-cultural programmes with learning outcomes and evaluation measures that complement and support the wider objectives of Odyssey's AOD service. ○ Providing training and advice to the Clinical Manager and colleagues to ensure cultural safety is maintained, appropriate tikanga is observed and appropriate cultural support is provided to tāngata whai ora. ○ Monitoring the impact and effectiveness of the cultural interventions provided to support tāngata whai ora to achieve their goals and graduate from the programme. • Provide timely and appropriate support to tāngata whai by using Mātauranga Māori approaches that contribute to their wellbeing, and their whānau, through group and one to one interventions that are in line with relevant organisational and corrections policies, procedures systems, and legislation. • Provide cultural assessments and reports required by management, Corrections and Serco. • Write up tāngata whai ora notes and input into Odyssey's client database (HCC) in line with organisational policies and procedures. <p>Relationship Management</p> <ul style="list-style-type: none"> • Establish and maintain effective relationships with key stakeholders, including colleagues, Corrections/Serco staff, senior cultural 	<ul style="list-style-type: none"> • Bi-cultural programmes and tikanga Māori interventions are developed, delivered and have agreed/documentated learning outcomes and evaluations measures. • Tāngata whai ora (and their whānau) express satisfaction with the programmes and support provided, including any support plans developed. • Clinical Manager and kaimahi express satisfaction with cultural training and support provided. • Tāngata whai ora demonstrate increased knowledge and application of Mātauranga Māori. • Audits show the service is compliant in its cultural practices. • Groups are facilitated effectively as required. • Clinical Managers, PCO and Operations Manager express satisfaction that the cultural support is in line with Odyssey, Corrections and Serco policy and procedure • Demonstrates knowledge of and adheres to organisational policies, procedures and systems. • Provides timely information and cultural reports/assessments to Odyssey and Corrections/Serco Management. • Information entered into the client database is accurate, timely and in line with organisational policies and procedures.

Area of Responsibility	Performance Measures
<p>kaimahi, mana whenua, and Māori community groups as appropriate.</p> <ul style="list-style-type: none"> In consultation with the Pou Matua and Pou Tāhū, involve mana whenua / local Iwi in the programme design, delivery and review of programmes. <p>Health and Safety</p> <ul style="list-style-type: none"> Identify and act on any potential risks to self or others, including tāngata whai ora, whānau and other kaimahi (employees), adhering to organisational policies and procedures, and escalating as required. 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 in-depth knowledge and understanding of te tiriti o Waitangi and its application in this role and Odyssey’s AOD service. In line with the principles of Te Tiriti, facilitate and apply culturally appropriate and effective practice, and support others to do the same. <p>Professional Development</p> <ul style="list-style-type: none"> Be proactive in own professional development. Attend relevant organisational training as required. 	<ul style="list-style-type: none"> Internal and external stakeholders indicate satisfaction with the working relationships. PouMatua and Pou Tāhū express satisfaction with the involvement of mana whenua (or representatives) in programme design, delivery and review. 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; risk forms are completed in timely manner and kept up-to-date in HCC. 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 kaimahi are compliant. Adheres to Serco and Corrections policies and security/ safety protocols. 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. Actions show in-depth knowledge and ability to apply the principles of Te Tiriti in the delivery of role and to support others. Evidence is provided that indicates the provision of culturally appropriate services. Has an individual development plan which is implemented. Attends organisational training required for role.

Area of Responsibility	Performance Measures
<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"> • Regular attendance at team meetings and makes useful contributions. • Work is undertaken and completed. Commitment and flexibility is demonstrated.

Key Relationships

Internal	External
<ul style="list-style-type: none"> • AOD Service Clinical Manager/team • Te Ngahere (ITP) Clinical Manager/team • Operations Manager, Specialist Services • Pou Matua, Pou Tāhū, Pou Tikanga & other cultural roles • Ngā Manu Tāiko (Odyssey's Kaimahi Māori Advisory Committee) 	<ul style="list-style-type: none"> • Tāngata whai ora and their whānau • Serco staff • Corrections staff • Local mana whenua/ iwi, hapū and marae • Māori community groups • Other external stakeholders

Person Specification

Qualifications, Knowledge and Experience

- At least 3 years relevant experience in Mātauranga Māori, including experience of working with kaumātua, pakeke/adults and tāngata whai ora in the addictions and/or mental health sectors and recognised achievement in Māori art forms
- Knowledge and experience of teaching Mātauranga Māori, tikanga Māori, including mihi whakataua/whaikōrero or karanga, kapa haka, te reo and marae protocol
- Demonstrated knowledge and application of Te Tiriti o Waitangi in organisational settings
- Demonstrated involvement with hapū and iwi including active involvement in marae activities
- Experience of facilitating sessions with individuals, whānau and groups
- Understanding of and interest in Odyssey's work
- Experience and expertise in using Microsoft suite applications
- Full Current New Zealand Drivers Licence
- Understanding of the cultural norms, practices and traditions of Pacific peoples is desirable
- A relevant qualification in Māori learning/education or teaching is desirable
- Experience of working in a corrections environment is preferred

Skills and Abilities

- Fluency in te reo Māori and the ability to teach and explain aspects of te reo to others
- Able to establish and maintain positive relationships and networks with a range of people, including kaumātua, whānau, iwi, hapu and other community groups
- Able to engage and motivate tāngata whai ora, to help them reflect on their lives, make positive decisions and fulfil their potential
- Able to create an environment where kaimahi can learn and build their cultural competency
- Strong interpersonal and communication skills
- Able to work under pressure, complete work on time and to a good standard
- Able to manage and defuse conflict or tension, and adapt to changing circumstances
- Able to work with limited supervision
- Demonstrated awareness of rainbow diversity
- Willingness to consider other viewpoints and adjust decisions as appropriate
- Self-motivated, able to take the initiative and adapt to changing circumstances
- Able to show discretion and tact and high regard for confidentiality and security, including client information
- Fluency in English
- IT/word-processing skills
- Able 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 underpins 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.

‘Let’s Get Real’ Skills

The table below outlines the ‘Let’s Get Real’ framework skill level and competencies that are relevant to this role. Odyssey is committed to supporting kaimahi to meet these competencies with the expectation that kaimahi will be proactive in developing and demonstrating these skills.

Skill	Description	Competency Level (essential)
Working with people experiencing mental health and addictions	Is supportive of kaimahi and tāngata whai ora with mental health and addiction needs, focusing on their strengths	<ul style="list-style-type: none"> • Greets and welcomes people accessing services and their whānau appropriately, providing age and/or culturally appropriate, relevant & specific information. • Works in partnership with people accessing services and is mindful of the impact of power differentials. • Demonstrates understanding and respect of diversity and cultural awareness through appropriate use of language and culturally specific resources, particularly for tāngata whai ora Māori and whānau. • Recognises people accessing services may be fearful or apprehensive and works to establish a safe and trusting connection and a comfortable physical environment.

Skill	Description	Competency Level (essential)
Working with Māori	Contributes to oranga and whānau ora for Māori kaimahi and tāngata whai ora Māori with mental health and addiction needs	<ul style="list-style-type: none"> • Greets Māori people using te reo Māori greetings. • Respects and uses te reo Māori. • Understands and respects tikanga Māori and wairuatanga based spiritual practices, the importance of identity and the concepts of whakawhanaungatanga, manaakitanga, tino rangatiratanga and mana motuhake. • Asks tāngata whai ora and whānau what they need and provides information in English and Māori. • Understands the importance of whakapapa and different roles within whānau. • Supports tāngata whai ora Māori to identify and involve people who are important to them.
Working with whānau	Encourages and supports the wellbeing of whānau and ensures they have access to information, education and support including children	<ul style="list-style-type: none"> • Demonstrates understanding that in many cultures, a person's identity is embedded and connected to whānau rather than their individual selves. • Welcomes, establishes positive rapport and shares relevant information with whānau. • Sensitively asks about support needs related to being a parent as appropriate to role.
Working within communities	Recognises that people and whānau who experience mental health and addictions needs, are part of communities	<ul style="list-style-type: none"> • Understands 'community' in the broadest sense and that the concept of community is dynamic and evolving. • Recognises that tāngata whai ora Māori may be supported within and contribute to wider social networks e.g. hapū, iwi. • Demonstrates understanding of the importance of social inclusion and community connections, has knowledge of the communities people accessing services identify with, and supports them to connect with and participate in communities of their choice. • Has a basic understanding of mental health promotion, addiction harm reduction, suicide prevention and postvention principles..
Challenging discrimination	Challenges discrimination, & provides/ promotes a valued place for kaimahi and tāngata whai ora Māori with	<ul style="list-style-type: none"> • Demonstrates understanding of the prevalence, impact and challenges of discrimination on people who have mental health or addition needs, whanau services and communities. • Works to develop awareness and challenges own beliefs that may lead to discriminatory behaviour.

Skill	Description	Competency Level (essential)
	mental health & addiction needs	
Applying law, policy and standards	Implements legislation, regulations, standards, codes and policies relevant to their role	<ul style="list-style-type: none"> • Greets and welcomes people accessing services and their whānau appropriately, providing age and/or culturally appropriate, relevant & specific information. • Works in partnership with people accessing services and is mindful of the impact of power differentials. • Demonstrates understanding and respect of diversity and cultural awareness through appropriate use of language and culturally specific resources, particularly for tāngata whai ora Māori and whānau. • Recognises people accessing services may be fearful or apprehensive and works to establish a safe and trusting connection and a comfortable physical environment. • Respects the relationship between government and tāngata whenua and upholds the principles of the Te Tiriti o Waitangi. • Understand and adheres to legislation, regulations, standards, codes and policies appropriate to the role. • Upholds the principles set out in the UN Convention of the Rights of the Person, including the right to autonomy, self-determination, to be free from coercion and to be treated in a non-discriminatory way. • Provides information to people about their rights and in a way that supports them to understand. • Ensures people know about relevant feedback and complaints processes. • Maintains and stores records in accordance with legal and professional standards.
Maintaining professional & personal development	Participates in life-long learning, & personal and professional development, reflecting on & seeking ways to improve self/team/service	<ul style="list-style-type: none"> • Reflects on own work and practices to identify strengths and areas for further development. • Seeks and takes learning opportunities to achieve professional development goals. • Looks after own wellbeing and contributes to a safe and healthy workplace. • Communicates effectively with a diverse range of people. • Engages with colleagues to give and receive constructive feedback.

Skill	Description	Competency Level (essential)
		<ul style="list-style-type: none"> Works effectively in a team and understand team roles, different working styles and skill levels to contribute to the success of the team