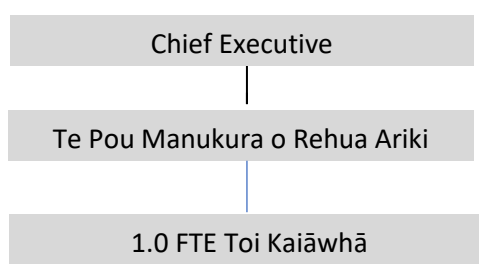


Position Description



POSITION TITLE	1.0 FTE – Toi Kaiāwhā – Primary Mental Health
LOCATION	Whakatane
REPORTS TO	Te Pou Manukura o Rehua Ariki
PURPOSE OF POSITION	<p>Toi Kaiāwhā will be provided to Māori whānau (across the age continuum from tamariki, rangatahi, pakeke and kaumatua with the focus on rangatahi) who are experiencing mild to moderate distress related to problems associated with loss, grief, trauma, alcohol and drug use, mental health concerns and are poorly connected to health and social services.</p> <p>Kaupapa Māori Paradigm and service approach is central to the service model, Toi Kaiāwhā service will utilise Kaupapa Māori frameworks that incorporate Māori philosophies, values, and practices. These strength-based frameworks draw on inherent cultural strengths and Mātauranga Māori to support therapy, treatment, and empowerment of whanau.</p>
VISION	Te Pou Mataaho – the achievement of optimum health and wellness for clients we work with and their whanau, hapū and Iwi.
MISSION	To achieve prosperity and well-being for our whanau and our communities, we service through a high performing organisation.
VALUES	Tika – working with integrity Whakapono – working toward the vision/genuine intent Aroha – compassion and regard for others

REPORTING STRUCTURE



RELATIONSHIPS

- Te Tohu o Te Ora o Ngati Awa (NASH) Team Members
- Ngati Awa whanau & hapu, and other Maori living in the Ngati Awa rohe
- Community Providers and Organisations e.g., Toi Te Ora Public Health, REAP, Plunket, Early Childhood Centres, Ambulance Services, WINZ, RSA, IRD, Sport BOP, SPARC, Oranga Tamariki, NZ Police, Ministry of Justice, Corrections, Education including schools,
- Maori Providers and Organisations e.g. Te Hotu Manawa Maori, Te Puna Ora O Mataatua, Mataatua Sport
- Local and Regional Forums e.g. Well Child Forum, Oral Health Advisory Group, Te Teko Network Forum, EBOP Breastfeeding Coalition, Nutrition & Physical Activity Coalition
- Eastern Bay of Plenty PHO
- Local GP's and Practice Nurses

KEY PERFORMANCE INDICATORS	
1. Assessment	KEY PERFORMANCE INDICATORS
<p>To provide tamariki, rangatahi, pakeke and kaumatua utilising recovery principles, techniques and other appropriate assessments based on current literature (and availability) as required around the Eastern Bay of Plenty:</p> <ul style="list-style-type: none"> • Clear written assessment reporting. • Appropriate and timely written reports (in accordance with Service Policy and Procedure requirements). • Reports will include a clear comprehensive assessment, provisional diagnosis, and appropriate treatment recommendations/plan. • Assessment is completed following principles of cultural safety. • Whanau involved as appropriate. • Summary and Care Plan written immediately post assessment. • Letter to referring agent written in accordance with Service Policy and Procedure requirement. • Service-based assessment guidelines are followed in clinical/professional area. 	<ul style="list-style-type: none"> • Individual Assessment completed for each client. • Clients sign off for individual assessment. • Care Plan and Relapse plans completed. • Care Plans are regularly reviewed. • Documentation reflects effective use of the Maherehere process. • Documented their ability to use the Mauri competently and effectively • Ora Assessment tools. • Assessment documents filed onto Exess.
2. Intervention	KEY PERFORMANCE INDICATORS
<ul style="list-style-type: none"> • To deliver a variety of interventions to tamariki, rangatahi, pakeke and kaumatua with complex needs as appropriate to the setting and presenting problems. • Clients have documented Treatment Plans. • Clients understand their Treatment Plan. • Uses appropriate, accepted models of intervention/therapy based on current literature. • Consultation with other health professionals in the Team regarding clients' needs/management. • Treatment/intervention is culturally safe and includes involvement of significant others/Whanau, as appropriate. • Provision of Case Management involving co-ordination of ongoing assessment, treatment, review, and discharge planning to assigned/negotiated case load. • Assigned caseload will depend on the level of experience. • Complete other relevant duties as directed and agreed upon with the CEO. 	<ul style="list-style-type: none"> • Progress notes completed in accordance with Service Policy and Procedure requirements. • Regular audit as per Mental Health policy. • Must attend regular clinical supervision with Senior Practitioner, Practice Leader and/or CEO • Documented Clinical/Peer supervision. • Attendance at Clinical/Review Meetings and presentation of case material to these forums. • Demonstrates an ability to use the Mauri Ora Assessment tools competently and effectively.
3. Recovery	KEY PERFORMANCE INDICATORS
<ul style="list-style-type: none"> • Use opportunities in a range of settings to promote principles of recovery with individuals, Whanau, significant others, groups and in community work. 	<ul style="list-style-type: none"> • Training and supervision records are entered into Exess database and Training Staff Matrix. • Feedback from Senior Practitioner, Practice Leader and/or CEO. • Documentation reflecting recovery practices. • Attending team hui.

4. Reporting	KEY PERFORMANCE INDICATORS
<ul style="list-style-type: none"> • Provide written quarterly reports as per template. • Enter data into Exess to support PMR reporting. 	<ul style="list-style-type: none"> • Meet deadlines for quarterly narrative reporting. • Report is written accurately completing all information as required within the reporting template. • Meets deadlines for PMR reporting. • Information is entered into Exess database to meet PMR deadline.
5. Evaluations	KEY PERFORMANCE INDICATORS
<ul style="list-style-type: none"> • Develop evaluations for participants of Programme. 	<ul style="list-style-type: none"> • Undertake regular evaluative activities to capture project outcomes and reflect on and improve the effectiveness of the projects, planning and results.
6. Other requirements	KEY PERFORMANCE INDICATORS
<ul style="list-style-type: none"> • Other requirements. 	<ul style="list-style-type: none"> • Complete other relevant duties as directed and agreed upon by organisation’s CEO or other senior management.
7. Service Delivery	KEY PERFORMANCE INDICATORS
<ul style="list-style-type: none"> • Services are delivered in accordance with the philosophies, priorities, and objectives of Te Tohu o Te Ora o Ngati Awa. 	<ul style="list-style-type: none"> • Complete orientation and mandatory training as stipulated by the Clinical Team Leader. • Philosophies and values are known and supported. • Consumer rights and responsibilities are known and supported. • All conduct is ethical and confidential. • Safety standards are known and met.
8. Treaty of Waitangi	KEY PERFORMANCE INDICATORS
<ul style="list-style-type: none"> • To ensure that the principles of the Treaty of Waitangi are supported and implemented in delivery of service. 	<ul style="list-style-type: none"> • Demonstrate an understanding of the implications for Maori health in relation to the Treaty of Waitangi.
9. Workplace Health & Safety	KEY PERFORMANCE INDICATORS
<ul style="list-style-type: none"> • To recognise Individual Responsibility for Workplace Health and Safety under the Health and Safety in Employment Act 1992. 	<ul style="list-style-type: none"> • Read and understood Te Tohu o Te Ora o Ngati Awa’s Health and Safety policies and relevant procedures and can demonstrate how they apply to their position. • Identifying, reporting and self-managing hazards where appropriate. • Ability to identify Health and Safety representative in the organisation.
10. Matau	KEY PERFORMANCE INDICATORS
<ul style="list-style-type: none"> • Ability to practice in accordance with a Te Ao Māori world view. • Implement the six Practice Imperatives of the Mauri Ora Conceptual Framework in all aspects of service delivery and personal conduct. • Practice in accordance with Tika, Pono and Aroha. 	<ul style="list-style-type: none"> • Documents a commitment to Whānau, Hapū and Iwi. • Documentation reflects effective use of the Maherehere process. • Documents effective and safe interventions according to Kaimahi Code of Ethics. • Documents effective well co-ordinate Mental Health Kaimahi work activities.
11. Mohio	KEY PERFORMANCE INDICATORS
<ul style="list-style-type: none"> • Understands the impact of Colonisation, Historical Legislation and the assimilation process on Iwi (in order to make history relevant with today’s realities), including structural/systemic violence and its effects on Whānau, Hapū and Iwi. 	<ul style="list-style-type: none"> • Documents the “what, why, how” - understanding competent processes and practice including professional boundaries. • Ability to demonstrate and document internal and external support services and systems.

12. Tikanga	KEY PERFORMANCE INDICATORS
<ul style="list-style-type: none"> The ability to maintain confidences and trust, and to act in an honest, ethical, and professional manner. 	Professional practice and personal conduct will be demonstrated by: <ul style="list-style-type: none"> A commitment to improving the health gain for Māori. A commitment to uphold Te Mana Motuhake o Tūhoe. An ability to use the Mauri Ora Assessment tools competently and effectively. Ability to maintain own Self Care. Regular Peer and other work-related Supervision. Ability to evaluate and monitor own.
Variance	
The accountabilities and responsibilities in this document may vary from time to time according to the external environment, the needs of NASH and the needs and expectations of clients.	

PERSON SPECIFICATION

Qualifications:

- A relevant tertiary qualification and/or experience working with local community and Iwi/Māori services.

Desirable qualifications:

- A health professional qualification such as Health Practitioners Competence Assurance Act 2003, Social Work Registration (2003) or be a recognised Health Practitioner under the Health and Disability Commissioner Act 2003.
- Membership of relevant professional body, e.g., Drug and Alcohol Practitioners Association of Aotearoa New Zealand (DAPAANZ), ANZASW, SWRB and NZAC.

Knowledge:

- Knowledge and understanding of the Mental Health Act 1992 and the Children, Young persons and Their Families Act 1989, Vulnerable Children's Act 2014, Domestic Violence Act 2015.
- Knowledge and understanding in the Recovery Competencies for New Zealand mental health workers March 2001.

Communication:

- Communicates clearly and concisely both verbally and in written form, both internally as well as with external organisations.
- Has a great sense of humour.

Decision Making:

- Can Make clear decisions and takes responsibility for their actions.

Achieves Results:

- Produces high quality work, reflects on practice and is precise and accurate.

Problem Solving:

- Provides a range of solutions and recommendations to address the issue.
- Looks beyond the obvious answer with a strategic and solution focus.

Performance Management:

- Maintains up to date with professional and organisations requirements.

Organisational Commitment:

- Promotes and models the organisation's vision and goals both inside and outside the organisation:
- A proven team player who respects other team members and displays a willingness to work together in a team.

Cultural Requirements:

- A commitment to uphold our vision: *Te Pou Mataaho – the achievement of optimum health and wellness for clients we work with, and their whanau, hapū and Iwi.*
- Always displays integrity.
- Willingness to embrace Tikanga Maori philosophy and approaches.

Essential

- Current clean full drivers' licence.
- Ability to understand and converse in Te Reo Maori.
- Excellent communication – oral and written.

- Ability to work with a diverse range of people, groups, and community organisations and maintain effective relationships.
- Computer Literate.

Desirable

- A basic understanding of te reo Māori, a working knowledge of Māori world views, process and tikanga.
- Understands the impact of their own values and frameworks on their practice, and the importance of respectfully engaging with the values and belief systems of others.
- Established community knowledge and networks.
- Competence and flexibility in working with children and young people.
- An ability to speak to/engage with children/young people in age-appropriate ways.
- Competence and flexibility in working with family, whānau, hapu, Iwi, or family group.
- Excellent communication and interpersonal skills demonstrated in a range of situations.
- Demonstrated ability to write reports and plans to a high standard.
- Strong facilitation, mediation, negotiation, and conflict resolution skills.
- Strong relationship management skills coupled with community development skills.
- Commitment towards positive outcomes for children, young people, and their families.

I have read and understand the requirements set out in Position Description:

1.0 FTE – Toi Kaiāwhā – Maori Primary Health

Signed

Date.....