

## Position Description

Employment Agreement:	DHB's Multi-Employer Collective Agreement
Position Title:	Kaioranga Hauora Māori
Service & Directorate:	Southern DHB Mental Health Addictions & Intellectual Disability Services (MHAID) – Te Oranga Tonu Tanga Service
Location:	Dunedin
Reports to:	Charge Nurse/Unit Manager – Southern DHB MHAID
Number of direct reports:	nil
Date:	1 January 2020

### Our Vision

Better Health, Better Lives, Whānau Ora

We work in partnership with people and communities to achieve their optimum health and wellbeing

We seek excellence through a culture of learning, enquiry, service and caring

### Our Shared Values and Behaviours

Kind <i>Manaakitanga</i>	Open <i>Pono</i>	Positive <i>Whaiwhakaaro</i>	Community <i>Whanaungatanga</i>
<b><i>Looking after our people:</i></b> We respect and support each other. Our hospitality and kindness foster better care.	<b><i>Being sincere:</i></b> We listen, hear and communicate openly and honestly. We treat people how they would like to be treated.	<b><i>Best action:</i></b> We are thoughtful, bring a positive attitude and are always looking to do things better.	<b><i>As family:</i></b> We are genuine, nurture and maintain relationships to promote and build on all the strengths in our community.

### Our statutory purpose

To improve, promote and protect the health of our population

Promote the integration of health services across primary and secondary care services

Seek the optimum arrangement for the most effective and efficient delivery of health services

Promote effective care or support for those in need of personal health or disability support services

Promote the inclusion and participation in society and the independence of people with disabilities

Reduce health disparities by improving health outcomes for Māori and other population groups

Foster community participation in health improvement and in planning for the provision of and

changes to the provision of services.

Uphold the ethical and quality standards expected of use and to exhibit a sense of social and

environmental responsibility.

## PURPOSE OF ROLE

To provide cultural knowledge, advocacy, support and expertise, and undertake cultural assessment, for tangata whaiora and their whānau who experience moderate to severe mental illness within Southern DHB Mental Health, Addictions and Intellectual Disability (MHAID) services. The position will increase and strengthen resilience of Māori in their identity and knowledge of Tikanga Māori using a Kaupapa Māori framework, promoting wellness and recovery to ensure the best health outcomes are achieved.

The Kaioranga Hauora Māori will work within a team environment for Te Oranga Tonu Tanga (secondary care Kaupapa Māori Mental Health Service) and part of the wider Southern DHB MHAID multidisciplinary team, primary care and community providers to meet the needs of tangata whaiora and their whānau.

## Competencies

The following competencies apply to this position. The employee will be assessed against these as part of their annual performance and development review.

### Organisational Competencies

<b>Customer Focus</b>	Is dedicated to meeting the expectations and requirements of internal and external customers; gets first hand customer information and uses it for improvements in products and services; acts with customers in mind; establishes and maintains effective relationships with customers and gains their trust and respect.
<b>Integrity and Trust</b>	Is widely trusted; is seen as a direct, truthful individual; can present the unvarnished truth in an appropriate and helpful manner; keeps confidences; admits mistakes; doesn't misrepresent him/herself for personal gain.
<b>Drive For Results</b>	Can be counted on to exceed goals successfully; Is constantly and consistently one of the top performers; very bottom line oriented; steadfastly pushes self and others for results.

### KEY RELATIONSHIPS

Within Southern DHB	External to Southern DHB
<ul style="list-style-type: none"><li>Southern DHB Mental Health, Addictions &amp; Intellectual Disability Services</li></ul>	<ul style="list-style-type: none"><li>Tangata Whaiora (patient) and whānau</li></ul>
<ul style="list-style-type: none"><li>Southern DHB Māori Health Directorate</li></ul>	<ul style="list-style-type: none"><li>Local Rūnaka</li></ul>
<ul style="list-style-type: none"><li>Southern DHB Kaumātua</li></ul>	<ul style="list-style-type: none"><li>Māori communities</li></ul>
<ul style="list-style-type: none"><li>Managers at all levels of the organisation</li></ul>	<ul style="list-style-type: none"><li>Community NGO Providers and others</li></ul>
<ul style="list-style-type: none"><li>All Southern DHB Staff</li></ul>	<ul style="list-style-type: none"><li>Primary Care, General Practice &amp; Pharmacy Services</li></ul>
	<ul style="list-style-type: none"><li>WellSouth Primary Health Network</li></ul>

**PERSON SPECIFICATION**

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>Education and Qualifications (or equivalent level of learning)</b>	<p>Tertiary qualification in Māori studies or health professional qualification and/or equivalent experience with Kaupapa Māori Systems.</p> <p>Knowledge of Tikanga Māori with proficiency/learning in Te Reo Māori and Māori world view – whakapapa, whānau, hapu, iwi.</p>	<ul style="list-style-type: none"> <li>• Experience within Māori Health and communities.</li> </ul>
<b>Experience</b>	<p>Strong links and experience within Māori communities.</p> <p>Interest in influencing the practice of others, motivating individuals and managing cultural conflict.</p> <p>Demonstrated skills in supporting cultural competency</p>	<ul style="list-style-type: none"> <li>• A strong customer/patient centred focus.</li> </ul>
<b>Knowledge and Skills</b>	<p>Knowledge of the Health and Disability Sector standards.</p> <p>Excellent reading and writing skills and computer literacy.</p> <p>Works well within a team environment and able to foster good interpersonal relationships.</p> <ul style="list-style-type: none"> <li>• Demonstrated ability to communicate effectively at all levels of within the health sector and key stakeholders.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Good interpersonal skills, including ability to work effectively with people at all levels of the organisation.</li> </ul>
<b>Personal Qualities</b>	<p>Maintains an exceptionally high level of confidentiality.</p> <p>Self-motivated, independent and able with a high level of initiative.</p> <p>Professional demeanour and a high level of personal integrity.</p> <p>Ability to manage changing and unpredictable workloads.</p> <p>Is dependable, honest and ethical; shows a high level of personal judgment</p> <p>Acts with discretion, sensitivity and integrity at all times.</p> <p>Is adaptable and flexible – open to change (positive or negative).</p> <p>Is focused on providing exceptional levels of customer service.</p> <p>Is independent – able to prioritise work effectively, develops one’s own ways of doing things; able to guide oneself with little or no supervision.</p>	

**KEY RESULT AREAS:**

Key Accountabilities:	Example of successful delivery of duties and responsibilities
<b>Demonstrates professional responsibility, complying with the Southern DHB Vision, Values, and Policies &amp; Procedures.</b>	
<p>Accepts responsibility for ensuring that his/her care and conduct meet the standards of the professional, ethical and relevant legislated requirements.</p> <p>Has an understanding of the principles of the Treaty of Waitangi and is respectful of patient/whānau personal beliefs, values and goals.</p> <p>Reads and adheres to DHB vision, values, policies and procedures while representing the organisation in a committed manner and projects a positive image of Southern DHB.</p>	<ul style="list-style-type: none"> <li>• You meet and maintain organisational mandatory requirements.</li> <li>• You meet and maintains organisational mandatory requirements while adheres to policies and procedures.</li> <li>• Presents self in a tidy and professional manner and adheres to policy – ID badge citing designation worn on person.</li> </ul>
<b>Demonstrates conduct to meet the standards of the professional, ethical and relevant legislated requirements.</b>	
<p>Maintains privacy and confidentiality in accordance with HDC Code, DHB policies and procedures etc.</p> <p>Demonstrates responsibility with clinical and non-clinical activities within the ward/unit environment with an understanding of the Code of Health and Disability Services Consumer Rights and HIP Code and HDC.</p> <p>Practices in a manner that promotes an environment that enables cultural competency/cultural safety, independence, quality of life and health.</p> <p>Demonstrates accountability for directing, monitoring and evaluating cultural interventions that are provided.</p>	<ul style="list-style-type: none"> <li>• Attains and maintains area specific mandatory requirements and key accountabilities.</li> <li>• Partakes in regular team meetings engaging in discussion.</li> <li>• Promotes health utilising teachable moments.</li> <li>• Privacy Act, Informed Consent and Code of Consumer Rights adhered to.</li> </ul>
<b>Demonstrates effective interpersonal communication and relationship skills</b>	
<p>Establishes and maintains relationships with Southern DHB Mental Health Addictions Intellectual Disability Directorate.</p> <p>Communicates effectively in an appropriate and professional manner with patients and family/whānau and members of the health care team that reflects the cultural needs of whānau.</p> <p>Behaves respectfully towards patients, colleagues and members of the wider health care teams</p> <p>Recognises and values the roles and skills of all members of the health care team in the delivery of care</p>	<ul style="list-style-type: none"> <li>• Participates as a team member and promotes a collaborative environment.</li> <li>• Demonstrates flexibility within a constantly changing environment.</li> <li>• Forms productive working relationships with team members.</li> </ul>
<b>Other Duties</b>	
<p>Undertaking duties from time to time that may be in addition to those outlined above but which fall within your capabilities and experience.</p> <p>Act as a role model for the Southern DHB Organisational Values.</p>	<ul style="list-style-type: none"> <li>• You respond positively to requests for assistance in own and other areas, demonstrating adaptability and willingness.</li> <li>• You produce work that complies with Southern DHB processes and reflects best practice.</li> <li>• Research undertaken is robust and well considered.</li> <li>• Live and support the DHB values in everything you do.</li> </ul>

Professional Development – self	
Identifying areas for personal and professional development.	<ul style="list-style-type: none"> <li>• Training and development goals are identified/agreed with your manager.</li> <li>• Performance objectives reviewed annually with your manager.</li> <li>• You actively seek feedback and accept constructive criticism.</li> </ul>
Health, Safety and Wellbeing	
Taking all practicable steps to ensure personal safety and the safety of others while at work, in accordance with the Southern DHB's Health, Safety and Wellbeing policies, procedures and systems.	<ul style="list-style-type: none"> <li>• You understand and consistently meet your obligations under Southern DHB's Health and Safety policy/procedures.</li> <li>• You actively encourage and challenge your peers to work in a safe manner.</li> <li>• Effort is made to strive for best practice in Health and Safety at all times.</li> </ul>
Treaty of Waitangi	
Giving effect to the principles of the Treaty of Waitangi – Partnership, Participation and Protection through your interaction with others on a day to day basis.	<ul style="list-style-type: none"> <li>• <b>Partnership</b> – You interact in good faith and in the nature of a partnership. There is a sense of shared enterprise and mutual benefit where each partner takes account of the needs and interests of the other.</li> <li>• <b>Participation</b> – You work in partnership with our treaty partners to enable our organisation to prosper. You are mindful of the varying socio-economic conditions that face our people and work hard to remove barriers of access to health and education.</li> <li>• <b>Protection</b> – You work proactively to protect the rights and interests of Māori, including the need to proactively build the capacity and capability of Māori.</li> </ul>

## CHANGES TO POSITION DESCRIPTION

From time to time it may be necessary to consider changes to the position description in response to the changing nature of our work environment – including technological requirements or statutory changes. This position description may be reviewed as part of the preparation for your annual performance and development review.

Acknowledged / Accepted:

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Employee

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Date

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Manager

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Date