

Team leader/Kaiārahi tīma

Position description

Working together moves mountains

Workwise is a unique employment support agency. We support people seeking work/tāngata whai mahi who are facing personal or health challenges and support them to return to or stay in employment.

Workwise takes a 'whole of person' approach to providing employment services for people. We know having a paid, good quality job can bring health and wellbeing, financial security, an increased sense of citizenship and other positive social impacts.

We work with a range of partners including government departments, district health boards, Māori mental health services, primary care, and other NGO's. Much of our work is carried out utilising the evidence based Individual Placement and Support (IPS) approach.

Workwise Employment Ltd is a registered company with charitable status and operates in Auckland, Waikato, Bay of Plenty, Taranaki, Whanganui and Wellington.

Responsibilities

You will:

- lead a peak performing team
- build and maintain relationships with employers, clinicians, communities and government agencies, ensuring sustainable employment connections to support people
- be results focused and work to secure financial and contractual targets.

Focus

- Lead a cohesive and motivated team to consistently enable people to return to work and/or stay at work.
- Lead your team to implement the evidence-based employment support approach (IPS).
- Provide effective and creative coaching and support the ongoing development of the team.
- Support staff to design and implement effective, flexible and innovative employment plans.
- Contribute to the improvement and development of the business.
- Engage in value added relationships with employers to secure employment for people.
- Act in a culturally safe and respectful manner by being mindful of the culturally diverse nature of the workplace and community.
- Contribute to Workwise teams through proactive participation and self-development in order to benefit people using our services.
- Be a safety champion by modelling behaviours and actions that keep you and other safe.
- Wellbeing practices keep you performing at your best.

Key performance areas

Targets may vary from time to time due to contractual requirements.

- Share contractual information and set team targets. Ensure targets and contractual requirements are met.
- Encourage and motivate team to reflect on their practice and implement best practice daily.
- Embed IPS practices in your service.
- Contribute strategically to the direction of the organisation as well as overseeing day to day work
- Be financially aware in order to control costs and think in terms of profit, loss and added value.
- Ensure managers and/or other stakeholders receive accurate and professional reports within the set timeframes.
- Build wide and effective networks of contacts inside and outside of the organisation.
- Follow Workwise policies and processes.
- Be guided by role success factors.

Attributes

Leadership

Encourage and energise the team to accomplish tasks effectively.

Positive

Adopt a positive “whatever it takes” attitude to assist the team to move people into work.

Confident

Champion team and stakeholder collaboration to achieve goals.

Purposeful

Inspire the team to take action.

Creative

Coach and build team to create harmony and cooperation.

Instil hope!

Requirements

- Proven experience or aptitude in leadership.
- Level 4 or higher qualification in rehabilitation, return to work, allied health or other relevant area, or be willing to undertake training relevant to the role.
- Exceptional relationship building and communication skills.
- Innovative and problem-solving thinking.
- A focus on responsiveness, relationships and results.
- Familiarity with social service funding.
- Working knowledge in the social sector.
- Strong computer skills.
- Full driver’s license.