



# Position Description

<b>Position Title</b>	Kahu Taurima Kaiarahi
<b>Date</b>	July 2023
<b>Approved by</b>	CEO - Tūwharetoa Health Charitable Trust

<b>Position holder</b>	TBC
<b>Reports to</b>	Whanau Pēpi Tamariki Service Manager
<b>Purpose of the position</b>	<p>The Kahu Taurima Kaiarahi is a coordination role that will lead the establishment and nurturing of an integrated, collaborative, whānau-centred Te Ao Māori / Mātauranga Māori model of care for whānau, pēpi and tamariki in the rohe of Ngāti Tuwharetoa (Taupo District).</p> <p>The goal is to ensure equity for Māori whānau through a model that both values the voice of whānau and develops a workforce that provides excellent services within a Mātauranga Māori framework.</p>

<b>Working Relationships</b>	
<b>Internal – Tūwharetoa Health</b>	<b>External</b>
<ul style="list-style-type: none"> <li>▪ Whanau, Pēpi and Tamariki Manager and team</li> <li>▪ Chief Executive Officer (CEO)</li> <li>▪ Chief Operating Officer (COO)</li> <li>▪ Clinical Advisor</li> <li>▪ Head of Data Science and IT team</li> <li>▪ Human Resources Manager and team</li> <li>▪ Operations Manager and team</li> <li>▪ Pākeke Hauora Mai Manager and team</li> <li>▪ Pou Herenga / Te Tira Atamai Manager and Team</li> <li>▪ Whānau Engagement Manager and team</li> <li>▪ Executive Management Team (EMT)</li> <li>▪ Trustees</li> </ul>	<p>Whanau, hapu, and iwi</p> <p>Agencies and providers working with whanau, pēpi and tamariki, including but not limited to</p> <ul style="list-style-type: none"> <li>▪ Midwifery / Lead Maternity Carers</li> <li>▪ Maternity / Birthing Unit Services</li> <li>▪ Plunket Well Child Services</li> <li>▪ General Practice</li> <li>▪ Pinnacle Midland Health</li> <li>▪ Secondary services for child health</li> <li>▪ New-born Hearing Screening</li> <li>▪ Oral Health Services</li> <li>▪ Smokefree services</li> <li>▪ Providers in areas including social services, education, housing, employment,</li> </ul>

<b>Standard Expectations, Attributes, Knowledge, and Skill</b>
<b>Analytical Thinking and Problem Solving:</b> Ability to both identify problems and use information to resolve them.
<b>Communication:</b> Ability to clearly convey thoughts, both verbally and in writing, and to listen to and understands others.
<b>Confidentiality:</b> Ability to maintain privacy and confidentiality in line with the Privacy Act (2020) and the Health Information Privacy Code (2020).
<b>Continuous Improvement:</b> Ability to understand and implement a continuous improvement process in respect of one's own performance, and the organisation's processes and services.
<b>Cultural Appropriateness:</b> Ability to provide culturally appropriate support to a wide range of clients. Knowledge and experience in Ngāti Tūwharetoa Tikanga and Kawa are desirable.
<b>Cultural Development:</b> Commitment to attending and actively participating in quarterly All Team Hui / Noho Marae.
<b>Health and Safety:</b> Ability to work responsibly under the Health & Safety at Work Act 2015.
<b>Policies:</b> Ability to become familiar with, and work in line with Tūwharetoa Health's policies.
<b>Relationship Development:</b> Ability to build and sustain effective relationships both internally and externally.
<b>Self-Management:</b> Ability to work autonomously and flexibly to achieve the purpose of the position and the goals of the organisation.
<b>Teamwork:</b> Ability to work with others to achieve goals.
<b>Treaty of Waitangi:</b> Knowledge of the principles of the Treaty and how these relate to the development of specific initiatives for Māori.
<b>Values:</b> Ability to conduct themselves in line with Tūwharetoa Health's principles and values of Whanaungatanga (Spirit of Family), Manaakitanga (Spirit of Support) and Huhuatanga (Spirit of Service Excellence).
Current Full New Zealand Driver License is essential.

<b>Position Specific Qualifications, Skills, and Experience</b>	
Qualifications	Registered Nurse or midwife with current practicing certificate. A post-graduate qualification would be an advantage.
Knowledge, skills, and experience	At least five years' experience working with whānau pēpi and tamariki in maternity, tamariki ora services, or similar. Committed to Te Ao Māori - a Māori world view. A passion to instil Mātauranga Māori into services for whānau. Experience and skill working with whānau Māori in an advocacy role. Effective networks in the rohe of Ngāti Tūwharetoa. Excellent communication and facilitation skills. Speaking Te Reo Māori would be an advantage. Experience leading and/or managing staff. Knowledge of the New Zealand health system. Intermediate level knowledge of computers with experience using Microsoft Office and client management databases.

<b>Main Responsibilities</b>
Ensure that all Tūwharetoa Health services for whānau, pēpi and tamariki are founded in Te Ao Māori (a Māori world view) and informed by Mātauranga Māori (Māori knowledge).
Lead the establishment of an integrated, whānau-centred Te Ao Māori model of care for whānau, pēpi and tamariki across all services in the rohe of Ngāti Tuwharetoa (Taupo District). Ensure this is based in Mātauranga Māori – particularly: Turakiri (identity), Taiao (environment), and Mahinga Tangata (customary practices).
Take an increasing role in supporting whānau with high needs.
Have line management responsibility at team lead level, for the two Kahu Taurima Kaitiaki
Reporting

<b>Role Delegations</b>
<b>Financial (limits/mandates etc.)</b>
<ul style="list-style-type: none"> <li>▪ As per budget</li> </ul>
<b>Staffing</b>
<ul style="list-style-type: none"> <li>▪ 2 – 8 direct reports</li> </ul>

<b>Key Accountabilities</b>	
<b>Main Responsibilities</b>	<b>Tasks (How it is achieved)</b>
<p>Ensure that all Tūwharetoa Health services for whānau, pēpi and tamariki are founded in Te Ao Māori (a Māori world view) and informed by Mātauranga Māori (Māori knowledge).</p>	<ul style="list-style-type: none"> <li>• Establish and provide education and resources with a focus on Mātauranga Māori for all Tūwharetoa Health kaimahi working with whānau, pēpi and tamariki.</li> <li>• Act as a resource for kaimahi working with whānau, pēpi and tamariki.</li> <li>• Initiate and convene regular internal multi-disciplinary hui for Tūwharetoa Health services working with whānau, pēpi and tamariki.</li> </ul>
<p>Lead the establishment of an integrated, whānau-centred Te Ao Māori model of care for whānau, pēpi and tamariki across all services in the rohe of Ngāti Tuwharetoa (Taupo District). Ensure this is based in Mātauranga Māori – particularly: Turakiri (identity), Taiao (environment), and Mahinga Tangata (customary practices).</p>	<ul style="list-style-type: none"> <li>• Develop excellent relationship with whānau, hapu and iwi with a particular focus on the time from pre-conception until tamariki begin kura at age five or six years of age.</li> <li>• Establish and maintain excellent and collaborative working relationships with other providers working with whānau, pēpi and tamariki.</li> <li>• Lead enhanced integration and collaboration between providers of services to whānau, pēpi and tamariki, ensuring there is flexibility and responsiveness to whānau needs.</li> <li>• Work with other providers to ensure there are effective processes in place to facilitate; <ul style="list-style-type: none"> <li>○ services working together to meet the various needs of whānau.</li> <li>○ the smooth and timely transfer of care between services [for example from the LMC to WCTO].</li> <li>○ referrals for whānau requiring additional support from Kahu Taurima.</li> <li>○ Other processes as identified in discussion with partners.</li> </ul> </li> <li>• Provide education and resources with a focus on Mātauranga Māori for all kaimahi working with whānau, pēpi and tamariki.</li> <li>• Act as a resource for other providers that require guidance or assistance incorporating Mātauranga Māori into their services for whānau, pēpi and tamariki.</li> <li>• Initiate and convene regular internal multi-disciplinary hui for all services working with whānau, pēpi and tamariki to enhance regular communication between all providers.</li> </ul>

Key Accountabilities	
Take an increasing role in supporting whānau with high needs.	<ul style="list-style-type: none"> <li>• Take a case load of high need whānau.</li> <li>• Develop excellent therapeutic relationships with high need whānau, pēpi and tamariki.</li> <li>• Have excellent networks with agencies and providers that can support whānau meet there needs.</li> <li>• Lead by example, demonstrating a whānau-centred Te Ao Māori / Mātauranga Māori model of care for whānau, pēpi and tamariki</li> </ul>
Have line management responsibility at team lead level, for the two Kahu Taurima Kaitiaki	<ul style="list-style-type: none"> <li>• Provide day to day leadership in the Kahu Taurima service.</li> <li>• Ensure Kahu Taurima services are delivered in a coordinated and consistent manner.</li> <li>• Regular one-on-ones with Kahu Taurima Kaitiaki.</li> </ul>
Reporting	<ul style="list-style-type: none"> <li>• Regular reporting to the Service Manager as agreed.</li> <li>• Monthly service reports to the Leadership Team via service manager.</li> <li>• Quarterly / six monthly reports to the funder via Service Manager and CEO as per contract.</li> </ul>