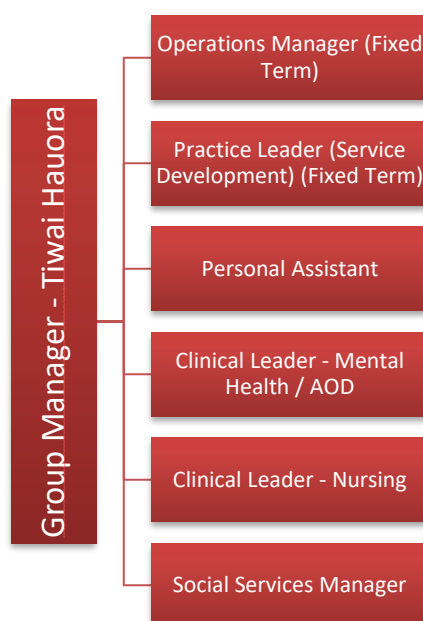


# RAUKAWA CHARITABLE TRUST (RCT)

## Position Description

<b>POSITION TITLE</b>	<b>Practice Leader (Service Development) – Fixed Term</b>
<b>LOCATION</b>	Tokoroa
<b>REPORTS TO</b>	Group Manager – Tiwai Hauora
<b>PURPOSE OF POSITION</b>	<p>Raukawa Charitable Trust’s, Social Services and Health Group (Tiwai Hauora) is entering a new season of Service Development, Growth and Partnership within the Social Services Sector.</p> <p>The Practice Leader will be responsible for providing practice leadership, clinical support, and training throughout this growth and development phase.</p> <p>The Practice Leader will ensure RCT’s practice approaches are well supported and reflect RCT’s commitment to delivering outstanding social service outcomes.</p>
<b>RCT VISION</b>	<b>Raukawa kia mau, kia ora</b> - A thriving Raukawa iwi.
<b>RCT MISSION</b>	To deliver outstanding cultural, social and environmental outcomes to ngā uri o Te Poari Matua o Raukawa.
<b>RCT VALUES</b>	<p><b>Tika</b> – working with integrity</p> <p><b>Pono</b> – working toward the vision/genuine intent</p> <p><b>Aroha</b> – compassion and regard for others</p>

### REPORTING STRUCTURE



#### DIRECT REPORTS

- Nil

#### RELATIONSHIPS

##### Internal

- Tumu Whakarae
- Social Services Manager
- Clinical Leader: Mental Health & AOD
- Clinical Leader: Nursing
- Practice Leader (Service Development)
- Tiwai Hauora Staff
- RCT Staff
- Raukawa Uri and Marae
- Kaumātua and Kuia

##### External

- Stakeholders
- Government / Local Government agencies, including
  - Oranga Tamariki Site Manager, practice leadership and staff
  - Ministry of Justice management and staff
  - Department of Corrections Service Manager and staff.
- Community Organisations
- Other Iwi groups

#### AUTHORITIES

None

#### ROLE INTRODUCTION

##### Raukawa Kaiarahi Team:

Tiwai Hauora is currently developing a number of innovative service initiatives within Oranga Tamariki, which will provide the foundation for delivering holistic, aspirational, cultural services to our people and community.

The Practice Leader (Service Development) will support the Group Manager in this season of growth and development, by providing practice leadership and oversight to our Raukawa Kaiārahi Team, including support, training, mentoring and clinical supervision to team members. New service development initiatives will also eventually include the following sectors:

- Ministry of Justice
- Department of Corrections

**Raukawa Kaupapa Practice Framework:**

Tiwai Hauora is developing a unique holistic, aspirational and cultural approach: “Raukawa Kaupapa Practice Framework” which will be central to our service delivery within the social services and health sector.

The Practice Leader (Service Development) will play a critical role in the development and training of this Practice Framework, working closely with our Social Services Manager and Clinical Leaders.

Features include:

**Te Whare Tapa Wha:**

Te Whare Tapa Wha is the practice model that sits at the heart of our Raukawa Kaupapa Practice Framework. With its strong foundations and four equal sides, the symbol of the wharenui illustrates the four dimensions of Māori Health and wellbeing.

**Te Aho Tapu:**

Te Aho Tapu, or the sacred thread, is the name given to the first line in weaving, as this is the line that sets the pattern that the rest of the weaving must take.

The name not only represents our view that Raukawa values set the direction for all that we do- but also that these values pass through us and link us altogether. Te Aho Tapu intends to provide support and connections for tamariki, rangatahi and their whānau throughout their life, it also provides the ability to take a holistic approach that extends beyond service engagement and intervention.

**Whānau Ora:**

Whānau ora acknowledges the centrality of whānau to Māori social life and works collectively to build the capability of whānau to maintain their own wellbeing.

Advancing whānau ora through supporting the aspirational goals of our tamariki, rangatahi and whānau is one of the key features of our Raukawa Kaupapa Practice Framework.

As an iwi organisation that has a rich history of successfully delivering Kaupapa Māori Health and Social Services, a whānau centred approach is well grafted into our service delivery.

**Best Practice Tools:**

The Raukawa Kaupapa Practice Framework will also be informed by the best western practice tools and approaches, all of which will help provide the appropriate practice holistic initiatives to support our tamariki, rangatahi and their whānau on their journey of health and wellbeing.

KEY ACCOUNTABILITY	DUTIES AND RESPONSIBILITIES
<p><b>Practice Leadership</b></p>	<ul style="list-style-type: none"> <li>• Provide practice advice to the Group Manager.</li> <li>• Provide a clear focus on key strategic practice priorities.</li> <li>• Support Group Manager in the assessment of future service development initiatives and opportunities, focusing on:               <ul style="list-style-type: none"> <li>○ Areas of alignment</li> <li>○ Service delivery systems, practice and outcomes.</li> <li>○ Practice risk.</li> </ul> </li> </ul>
<p><b>Service Delivery: Raukawa Kaiārahi Team</b></p>	<ul style="list-style-type: none"> <li>• Provide practice oversight and support for new service delivery areas.</li> </ul>

KEY ACCOUNTABILITY	DUTIES AND RESPONSIBILITIES
	<ul style="list-style-type: none"> <li>• Lead, influence, and support Raukawa Kaiarahi to exercise professional expertise, decision making and judgement.</li> <li>• Provide clinical internal supervision, training, mentoring and support as required.</li> <li>• Support evaluation of new service initiatives and development of outcomes approach.</li> <li>• Facilitate the implementation of Raukawa Kaupapa Practice Framework together with practice initiatives/tools/ systems.</li> <li>• Support the development of team culture within new service delivery.</li> </ul>
<p><b>Project Management of Raukawa Kaupapa Practice Framework</b></p>	<ul style="list-style-type: none"> <li>• Champion the Raukawa kaupapa Practice Framework throughout Tiwai Hauora.</li> <li>• Project manage the delivery of training throughout Tiwai Hauora, working closely with our Social Services Manager and Clinical Leaders</li> <li>• Support our Clinical Leader: Mental Health and AOD in trialling of RKPF within Whakapakari ai ngā Rangatahi, including:               <ul style="list-style-type: none"> <li>○ Identifying learnings and supportive therapeutic tools</li> <li>○ Developing practice process</li> <li>○ Embed Framework within Raukawa Kaiārahi team.</li> </ul> </li> </ul>
<p><b>Policy Development &amp; Compliance</b></p>	<ul style="list-style-type: none"> <li>• Identifying relevant legislative and service compliance/standards relating to Raukawa kaiarahi service development.</li> <li>• Develop and align organisational practice policies and procedures to accommodate growth and development initiatives as they transition and develop</li> <li>• Ensure practice policies are promoted, enhanced and adhered to.</li> <li>• Ensure that all activities maximise the key principles identified in the Oranga Tamariki Act 1989.</li> </ul>
<p><b>Recruitment and Induction of New Practice staff</b></p>	<p>Work with the Raukawa HR Advisor to recruit and induct all new practice staff (Raukawa Kaiārahi).</p>
<p><b>Stakeholder Relationships</b></p>	<ul style="list-style-type: none"> <li>• In conjunction with Group Manager (Tiwai Hauora), making a positive contribution to the development of a collaborative relationship with key government organisations including :               <ul style="list-style-type: none"> <li>○ Oranga Tamariki Site Managers, Practice leaders and staff, reflecting our partnering relationship and collaborative approach.</li> <li>○ Department of Corrections</li> <li>○ Ministry of Justice</li> </ul> </li> <li>• Working collaboratively with other social service and health practitioners, colleagues, managers and other employees.</li> <li>• Developing and maintaining effective community links with a range of NGO and government organisations, in order to maximise service outcomes.</li> </ul>
<p><b>Self- Management</b></p>	<ul style="list-style-type: none"> <li>• Managing work priorities, personal workload and stress levels with the support of your clinical leader.</li> </ul>

KEY ACCOUNTABILITY	DUTIES AND RESPONSIBILITIES
	<ul style="list-style-type: none"> <li>• Complying with organisational policies on health and safety in the workplace and participating as part of the organisation to provide for a safe and healthy work environment.</li> <li>• Complying with requirements of Tiwai Hauora’s supervision policies.</li> </ul>
<b>Health &amp; Safety</b>	<ul style="list-style-type: none"> <li>• Comply with Raukawa Charitable Trust Health &amp; Safety policies, procedures and systems.</li> <li>• Ensure that he/she works safely at all times and encourages others to do the same.</li> <li>• Report hazards and accidents.</li> <li>• Take initiative to fix hazards.</li> <li>• Promote a positive Health &amp; Safety culture in the workplace.</li> </ul>
<b>Team Support</b>	<ul style="list-style-type: none"> <li>• Attend monthly board staff hui and team hui.</li> <li>• Actively contribute to the development of the Tiwai Hauora Services Team.</li> <li>• Provide coverage for team members as and when required.</li> <li>• Support and empower team members and celebrate team success to create and foster a harmonious team culture.</li> </ul>
<b>Training</b>	<ul style="list-style-type: none"> <li>• Participate in training including that related to Health &amp; Safety.</li> <li>• Take initiative to identify training and development opportunities for self.</li> </ul>
<b>Additional Tasks</b>	<ul style="list-style-type: none"> <li>• Carry out any other duties that can reasonably be requested from time to time within the framework of this position and the skills, training and experience of the incumbent.</li> <li>• Undertaking any other appropriate activities that fall within the purpose of the position stated at the beginning of this position description.</li> </ul>

## POSITION REQUIREMENTS

### Experience and Qualifications:

- Experience in Practice Leadership, (Including delivering clinical supervision), within the social services sector.
- Cultural competency, experience and demonstrable knowledge and skill about kaupapa Māori, te reo Māori, Te Tiriti o Waitangi, Pacifica protocols.
- Knowledge of Māori models of practice (including whānau ora) and issues effecting Maōri health & wellbeing.
- A relevant qualification in social work, and member of Social Work Registration Board.

### Skills:

- Ability to build rapport and trust.
  - Ability to build and maintain positive relationships with professionals to support access to services.
  - Behaviour management / conflict resolution skills /risk management skills
  - Seeks opportunities to improve the service to provide the best outcomes for tamariki, rangatahi and whānau
  - High level of personal and social competence.
  - High level computer skills including Word, Excel, email and data entry
  - Excellent written and oral communication skills
  - Stakeholder management and client relationship skills
  - Excellent relationship & team building skills
  - Translates strategy into practical action plans
  - Has a bias for action and getting things done
  - Oversees and maintains existing systems and processes effectively
  - Identifies and manages time and resources to effectively deliver plans and overall strategy
  - Sets goals and monitors to meet agreed deadlines
  - Understands and analyses both simple and complex issues
  - Generates alternative approaches to problems
  - Assimilates data and explores options from different perspectives to make effective judgments
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- Has an understanding of the tikanga o Raukawa, and a basic understanding of Te Reo.
  - Respects, values and works in partnership with stakeholders in a manner consistent with the Treaty of Waitangi.
  - Familiar with and demonstrated adherence to Health & Safety policies and procedures.
  - Valid and Full Class 1 drivers' license
  - Experience working with Iwi/Maori organisations is desirable

## JOB DESCRIPTION CREATED / UPDATED

Date:

## SIGNATURES

On behalf of Raukawa Charitable Trust:

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*(Signature)*

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*(Date)*

**Employee:**

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*(Signature)*

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*(Date)*