

POSITION DESCRIPTION

Position	Kaitūruki Whakahaumanu Mana Tāne (AOD Facilitator)	
Team	Whakahaumanu Mana Tāne	
Reporting to:	Kaihautū Whakahaumanu Mana Tāne	
Job purpose	<p>To deliver the kaupapa Māori drug treatment programme (DTP) based in the Te Tirohanga Whare of the Whanganui Prison focused on helping participants make positive changes in their lives.</p> <p>To support/tautoko tangata whai ora in their recovery and wellness journey using the fundamental values of Tikanga Māori, Te Tirohanga, whānau ora and the skills and knowledge of alcohol and other drug work.</p>	
Accepted by	Signature:	Date:

Background

Te Oranganui is an Iwi governed Health and Social Service Organisation. Established in 1993, Te Oranganui has eight service lines and covers the iwi boundaries of Ngāti Apa/Ngā Wairiki, Te Ātihaunui a Pāpārangi and Ngā Rauru Kītahi. The eight services are;

Te Waipuna Health:	Primary Health & Medical
Taihāhā:	Disability Support Service
Waiora Hinengaro:	Mental Health and Addictions
Toiora Whānau:	Whānau and Community
Puawai Whānau:	Tamariki Services
Waiora Whānau:	Healthy Families
Whakahaumanu Mana Tāne:	Clinical Services Corrections
Taituarā:	Business Unit

Vision

Korowaitia te puna waiora, hei oranga motuhake mō te iwi

Mission statement

To empower whānau into their future

Values

<i>Tika</i>	Excellence in how we do things
<i>Whānau</i>	At the centre of everything we do
<i>Pono</i>	Act with honesty and integrity
<i>Mahitahi</i>	Committed to working together for the betterment of our Whānau, Hapū, Iwi and communities

KRA 1: Alcohol and other Drug Work

Work one to one with those requiring support to change use, and lead or co-facilitate AoD groups

Tasks:

- Deliver one to one AoD screening and comprehensive assessments including formulation, 1 hour per week
- Work with tangata whai ora to develop, implement and review goal and relapse prevention plans
- Use therapeutic and best practice interventions to work on plans
- Use measurement tools for evidence of outcomes and outputs
- Lead or co-facilitate AoD groups using interventions including harm reduction approaches, Motivational Interviewing/Enhancement and specific drug responsiveness
- Use co-existing problem knowledge to educate and inform participants on effects, consequences of drugs and options for health
- Use whānau ora and tikanga Māori approaches in all work and implement the kaupapa of Te Tirohanga including karakia, waiata, mihi and pepeha
- Implement karakia, waiata, mihi and pepeha through AoD work

KRA 2: Collaboration and team work

Work with others to ensure positive and empowering outcomes for tangata whai ora

Tasks:

- Work in a collaborative way with Te Oranganui internal services and external community agencies to meet needs of participants
- Work in conjunction with Corrections staff to implement manuals, policies and processes
- Liaise and consult with health services within Corrections as necessary to improve health of tangata whai ora

KRA 3: Information Management

Ensure client information and documentation is accurate and timely

Tasks:

- All administration and documentation is completed in accordance with service and the two organisational guidelines and within specified timeframes;
- Complete all reporting and communication requirements in a timely manner;
- Initiate, suggest and participate in continuous quality improvement activities
- Electronically record and evidence goals and outcomes for reporting purposes

KRA 4: Supervision

Ensure safe practice to tangata whai ora and their whānau through actively participating in regular supervision

Tasks:

- Actively participate in regular supervision, making a positive contribution to the development of a co-operative relationship with the supervisor
- Ensure that all practice and case issues are taken to supervision and caseload management;
- Manage work priorities, personal workload and stress levels with the support of the Clinical Manager and supervisor;
- Comply with the requirements of the supervision contract and regulatory authority covering the role
- Regularly reflect on own practice and make adjustments as necessary to ensure a quality service

KRA 5: Knowledge & Relationships

To stay abreast of developments and build strong learning links that enhance the service provided to tangata whai ora

Tasks

- Continuously build your knowledge base on the developments of the mental health and addictions sector to ensure tangata whai ora are receiving the best possible service
- Work constructively with colleagues within Te Oranganui and across the sector to improve outcomes for participants
- Actively participate in all team and one-on-one hui and workshops

General Provisions

- Actively participate in Te Oranganui kaupapa activities including attending hui, karakia, whakawhanaungatanga, waiata sessions, cultural competency etc.
- Uphold the principles of Whānau Ora – working across teams and functions; acknowledging the unique skills and abilities all kaimahi bring
- Ensure you maintain an accurate and up to date understanding of Te Oranganui & Department of Corrections policies, procedures and guidelines and that you uphold these at all times;
- Ensure the health & safety of yourself as well as others in your working environment, upholding Corrections and Te Oranganui health and safety policies and procedures at all times;
- Proactively promote Te Oranganui in a positive light in all activities
- Actively participate in ongoing professional development and in-service training opportunities

The above statements are intended to describe the general nature and level of work being performed by the job holder. This job description is not intended to be an exhaustive list of all responsibilities, duties, or skills required of the job holder. From time to time, the job holder may be required to perform duties outside of their normal responsibilities as needed.

PERSON SPECIFICATION

Essential Experience & Qualifications

- A clinical qualification and a relevant practising certificate that meets requirements under the Health Practitioners Competence Assurance Act 2003;
- Skills and experience working within the AoD sector – with groups and one-to-one;
- Sound understanding of the legislative framework, standards and best practice methodology within the AoD and Corrections sector;
- Ability to uphold the fundamental values of Tikanga Māori and implement the five kaupapa of Te Tirohanga;
- Ability to promote and effectively lead karakia, mihi, pepeha, waiata for the programme.

Strongly Desired

- Have or be working towards an AoD qualification and be a full member of dapaanz or NZAC or working towards full membership;
- If not must commit the working towards an AoD qualification and having full membership

Skills and Attributes

- Non-Smoker – or full commitment to remain smoke-free during the hours of work (including breaks)
- Excellent facilitation and communication skills
- Understand and be committed to improving health for Māori
- Open to different perspectives of tangata whai ora
- Believe in and can implement the recovery and wellness approach
- Well organised and can prioritise
- Able to maintain confidentiality
- Creative and innovative within restricted resources

Other requirements of this position:

- Current clean, NZ full driver's license
- Must be able to pass both Te Oranganui's background check processes in addition to the Department of Corrections/MOJ security checks

Physical Attributes

Under the Human Rights Act 1993 discrimination based on disability is unlawful. Te Oranganui will make all reasonable efforts to provide a safe and healthy work place for all including persons with disability.

- Must be able to function in rapidly changing and demanding conditions when required
- A high degree of mental concentration is required
- Ability to move about and undertake necessary duties in a prison environment
- The appointee must not have a health condition that will put self or others at risk