

Position Description

Position	Allied Professions Lead – Hauora Māori Kaiarataki Umanga Tautoko - Hauora Māori
Directorate	Allied Professions Leadership Team
District	Capital, Coast and Hutt Valley
Responsible to	Chief Allied Professions Officer (CAPO) with dotted reporting line to General Manager Māori Provider Services
Children’s Act 2014	This position is not a children’s worker, requiring a safety check with Ministry of Justice vetting before commencing
Location	This position is expected to work from Capital, Coast and Hutt Valley District

Health New Zealand - Te Whatu Ora

The Health System in Aotearoa is entering a period of transformation as we implement the Pae Ora/ Healthy Futures vision of a reformed system where people live longer in good health, have improved quality of life, and there is equity between all groups.

We want to build a healthcare system that works collectively and cohesively around a shared set of values and a culture that enables everyone to bring their best to work and feel proud when they go home to their whānau, friends and community. The reforms are expected to achieve five system shifts. These are:

1. The health system will reinforce Te Tiriti principles and obligations
2. All people will be able to access a comprehensive range of support in their local communities to help them stay well
3. Everyone will have equal access to high quality emergency and specialist care when they need it
4. Digital services will provide more people the care they need in their homes and communities
5. Health and care workers will be valued and well-trained for the future health system

Context

Capital, Coast & Hutt Valley district provides hospital and health services in primary, secondary and tertiary healthcare to a total population base of approximately 445,000 citizens.

We are accountable for meeting the needs of and improving health outcomes for all the constituent populations of our district, and the region more broadly. Together we:

- provide secondary and tertiary, medical and surgical hospital services alongside community based health care
- fund local health providers and work collaboratively with the community to create and support multiple health education initiatives and projects within the region
- deliver health services directly as well as contracting external providers
- provide local, sub-regional, regional and national health services as well as community-based health, rehabilitation and support services

The majority of the district's population live in Wellington and Lower Hutt. The Māori and Pacific populations of Lower Hutt and Wellington are proportionally similar, with the largest Pacific population in the region in Porirua. Kapiti and Upper Hutt have similar numbers of Māori and Pacific people. Most people are enrolled with a GP near their place of residence, so the increasing focus on community-based healthcare is expected to lead to better health outcomes for these population groups.

Hutt Hospital provides secondary and some tertiary, medical and surgical hospital services alongside community based health care from its main facility in Lower Hutt City. In addition to funding local health providers and working collaboratively with the community to create and support multiple health education initiatives and projects, Hutt Hospital is the centre for five tertiary regional and sub-regional services - Plastics, Maxillofacial and Burns Services; Rheumatology; Dental Services; Regional Public Health; and Regional (Breast and Cervical) Screening Services.

Wellington Regional Hospital in Newtown is the region's main tertiary hospital with services such as complex specialist and acute procedures, intensive care, cardiac surgery, cancer care, neurosurgery and renal care. The hospital is the key tertiary referral centre for the lower half of the North Island and the upper half of the South Island.

Kenepuru Community Hospital and Kapiti Health Centre provide secondary and community services based in Porirua and the Kapiti Coast.

MHAIDS is the mental health, addictions and intellectual disability service for the Wairarapa District and Capital, Coast & Hutt Valley District, with multiple specialist facilities. Ratonga Rua-o- Porirua is our forensic, rehabilitation and intellectual disability inpatient unit.

Te Tiriti o Waitangi and Māori Health Outcomes

Māori are the indigenous peoples of Aotearoa. We have particular responsibilities and accountabilities through this founding document of Aotearoa. We value Te Tiriti and have adopted the following four goals, developed by the Ministry of Health, each expressed in terms of mana and the principles of:

Mana whakahaere Effective and appropriate stewardship or kaitiakitanga over the health and disability system. This goes beyond the management of assets or resources.

Mana motuhake Enabling the right for Māori to be Māori (Māori self-determination); to exercise their authority over their lives, and to live on Māori terms and according to Māori philosophies, values and practices including tikanga Māori.

Mana tāngata Achieving equity in health and disability outcomes for Māori across the life course and contributing to Māori wellness.

Mana Māori Enabling Ritenga Māori (Māori customary rituals) which are framed by Te Aō Māori (the Māori world), enacted through tikanga Māori (Māori philosophy and customary practices) and encapsulated within mātauranga Māori (Māori knowledge).

We will target, plan and drive our health services to create equity of health care for Māori to attain good health and well-being, while developing partnerships with the wider social sector to support whole of system change.

The Vision, Mission and Values from our District

We bring forward and join our values within our district. These will change as we become a team of teams within Health New Zealand - Te Whatu Ora.

Hutt Valley

Vision

Whanau Ora ki te Awakairangi: Healthy people, healthy families and healthy communities are so interlinked that it is impossible to identify which one comes first and then leads to another.

Mission

Working together for health and wellbeing.

Ō mātou uara – Values

Mahi Pai 'Can do': Mahi Tahi in Partnership: Mahi Tahi Te Atawhai Tonu Always caring and Mahi Rangatira being our Best

Capital and Coast

Vision

Keeping our community healthy and well

Mission

Together, Improve the Health and Independence of the People of the District

Value

Manaakitanga – Respect, caring, kindness
Kotahitanga – Connection, unity, equity
Rangatiratanga – Autonomy, integrity, excellence

District Responsibility

The district leadership has collective accountability for leading with integrity and transparency a progressive, high performing organisation, aimed at improving the health and independence of the community we serve and achieving equitable outcomes for all. The leadership team is responsible for achieving this aim, aligned with our Region, within the available resources, through a skilled, empowered, motivated and supported workforce in line with government and HNZ policy.

Team/Service Perspective

The role of the Chief Allied Professions Officer (CAPO) is to provide strategic allied professions leadership across the health system. The CAPO is supported by a District Allied Professions Leadership Team (APLT), which includes the Executive Assistant and a Team Administrator. The CAPO is the Professional Head for the Allied Health, Scientific & Technical (AHST) professions who work across community, outpatient and inpatient services across the C, C and HV District. There are over 40 professional groups working in a variety of health and disability services. The AHS&T kaimahi deliver vital services, treatments and assessments and utilise technology to provide measurement, testing and treatment of patients and their health conditions. This workforce makes up 17% of the Districts workforce.

The Allied Professions Leadership Team work with other clinical and operational leadership in Services across the organisation in meeting key organisational priorities by fostering excellence in practice standards and AHST professional conduct and through supporting AHST workforce development/s with the focus on supporting the organisation to meet the current and future health needs of our population.

The role of the CAPO and team includes the provision of strategic and professional advice, stakeholder and community engagement, leading and supporting projects and programmes of work, provision of practice development services for allied professions, supporting workforce development including recruitment and retention, and oversight of allied profession resources.

Purpose of the role

The Allied Professions Lead – Hauora Māori is a member of the Allied Professions Leadership Team (APLT) and so will act as part of a leadership collective which has prime responsibility for supporting the Chief Allied Professions Officer role of providing leadership for the Allied Professions across the Capital, Coast & Hutt Valley district. In addition, each APLT position will have individual accountability for leading a range of functions to deliver agreed outcomes.

The Allied Professions Lead – Hauora Māori will have responsibility for a work programme that focuses on growing our Māori workforce to enable it to be representative of our communities and by using tools such as Te Ara Whiti – Māori and Crown Capability Framework to develop cultural capability across the Allied Professions. Therefore, this role will provide advice and support for the wider Allied Professions and teams who seek to respond and provide services in a way that are culturally responsive and deliver services for Māori that prioritise equitable health outcomes. Another key activity of this role will be leading and supporting others to develop an environment to foster attitudes and develop processes that enable our Capital, Coast & Hutt Valley district to be a place that Māori Allied Professionals aspire to work within, and as employees are provided with the support and resources to excel.

Key Accountabilities

The following role accountabilities may evolve with organisational change and there may be additional duties, relevant to this position that will be required to be performed from time to time.

Key accountabilities	Deliverables / Outcomes
<p>1. Te Tiriti o Waitangi</p>	<ul style="list-style-type: none"> ▪ Work in partnership with stakeholders to achieve equity goals for Māori and ensure Te Tiriti o Waitangi obligations are adhered to. ▪ Equity outcomes are front and centre in goals, performance monitoring and plans for service and team performance. ▪ Cultural competence is grown across the team, supporting inclusion and partnership.
<p>2. Equity</p>	<ul style="list-style-type: none"> ▪ Leads and works with key providers in developing an Allied Professions workforce that is reflective of our communities and specifically grows our Māori workforce. ▪ Works with key partners to develop and demonstrate Māori cultural capability. ▪ Work to ensure the strategic priorities of Pae ora Act are front and centre as the district work towards its commitment to Te Tiriti o Waitangi principles and improvement of outcomes for Māori.

	<ul style="list-style-type: none"> ▪ Work strategically and collaboratively with key stakeholder to reduce inequality for Māori ensuring that an equity lens is incorporated in all project work and service provision. ▪ Work in partnership with service providers to support a Te Ao Māori transformational practice change that will produce more equitable outcomes. ▪ In partnership with APLT, work to meet organisational KPIs, Te Whatu Ora, National Allied Profession’s Standards and Nga Paerewa Standards and recommendations for Māori. ▪ Provide strategic advice on what is needed to achieve the above for Māori. ▪ Embrace a Te Ao Māori view in the delivery of health care for whānau, hāpu and iwi.
<p>3. Collective leadership accountabilities as part of the Allied Professions Leadership Team (APLT)</p>	<p>The APLT supports the Chief Allied Professions Officer (CAPO) through:</p> <ul style="list-style-type: none"> ▪ Contributing to setting the overall strategic direction for the APLT, including identifying high level priorities and developing annual work plans ▪ Providing leadership, vision and a culture of engagement for Allied Professions & AP Leaders that supports Capital, Coast & Hutt Valley district collaboration and integration ▪ Participating fully in the collective responsibility of delivering on the APLT’s work plans ▪ Contributing to the identification and prioritisation of investment in capability and capacity that the wider team requires to deliver its work plan ▪ Role modelling Health NZ- Te Whatu Ora values and applying good people management practices that drive high performance and kaimahi engagement ▪ Contributing to the development and implementation of the APLT’s on-going approach to change, ensuring all our people understand how they contribute to our success ▪ Promoting and achieving the APLT’s cohesion through fostering a culture of continuous improvement, collaboration, innovation and organisational learning, and the promotion and adherence of organisational values ▪ Ensuring that the APLT, through its ways of working, systems, processes and decision making, takes account of, values and respects the diversity of contributions from all components of the workforce ▪ Deputises for the Chief Allied Professions Officer where delegation is given.
<p>4. Service Development</p>	<ul style="list-style-type: none"> ● Lead and support the development and implementation of Māori models of health that are responsive to Māori.

	<ul style="list-style-type: none"> ● Lead and support change within Allied professions to support excellence in practice, values, accountability, professional conduct and improved outcomes for all people with a particular emphasis on services to Māori. ● Create hauora environments that promote and embed culturally supportive working environments for Māori AHST kaimahi. <ul style="list-style-type: none"> ▪ In agreement with the CAPO and General Manager Māori Health, develop and lead a work programme focused on growing and retaining our Māori Allied Profession workforce and other key initiatives that support achieving outcomes of Taurite Ora and Te Pae Amorangi ▪ Provide leadership and work with others to initiate, monitor and implement workforce planning for Māori Allied Professions ▪ Provide mentorship and support for Māori Allied Professions kaimahi ▪ Empower and motivate Māori Allied Professions kaimahi to achieve excellence ▪ Provide or identify and facilitate access to expertise and support in Māori health for Allied Professions leaders and clinicians as required ▪ Foster a culture of sharing and collaboration of Māori Allied Profession workforce initiatives across the Capital, Coast & Hutt Valley district and wider regional context.
5. Workforce Development	<ul style="list-style-type: none"> ▪ Lead and support all Allied professions kaimahi through Te Ara Whiti – Māori and Crown Capability framework competencies to be competent in delivering kaupapa and Te Ao Māori deliverables. ▪ Provide culturally responsive training to empower the Allied Professions team to remove health inequities and provide care that integrates Pae Ora and Te Tiriti principles into practice. ▪ Encourage and normalise the utilisation of te reo Māori and tikanga within Allied professions. ▪ Leads strategic workforce development planning and activity that develops the capability and clinical excellence for Māori and non-Māori Allied Professions ▪ Ensures cultural support systems are in place, being accessed and are meeting the needs of Māori Allied Professions ▪ Supports Māori Allied Professions kaimahi with accessing developmental opportunities, career progression planning and engaging in leadership opportunities ▪ Provide mentorship and support for Māori Allied Professions kaimahi ▪ Work in partnership with the General Manager for Māori Provider Services to ensure cultural training is in place and being accessed by allied professionals to support culturally competent practice ▪ Work with key partners and managers to ensure workforce planning considers and implements actions that support recruitment and retention strategies for Māori Allied Professions

	<ul style="list-style-type: none"> Works in partnership with Kia Ora Hauora Māori workforce programme to develop a planned approach for engaging Māori secondary and tertiary students into Allied Professions careers.
6. Relationship management	<ul style="list-style-type: none"> Develops and maintains constructive strategic and tactical relationships and partnerships with a range of groups and individuals across Health NZ - Te Whatu Ora, which supports and enables problem solving and the implementation of effective solutions for Māori Participates and represents the Allied Professions, services and the District at local, regional and national forums, governance committees and service meetings as required.
7. Continuous Quality Improvement	<ul style="list-style-type: none"> Works with the APLT to implement and monitor the Nga Paerewa standards particular to Māori Implements, monitors and provides reporting on the Allied Professions Māori workforce, with measurement of progress towards achieving KPIs for a workforce representative of our communities Work to address and support others to reduce barriers for recruiting Māori into Allied profession roles Where issues, risks or complaints are raised related to Allied Professions Māori cultural practice, partners with relevant leaders/service to review and support improvement actions.
8. Professional conduct and development	<ul style="list-style-type: none"> Accepts responsibility for ensuring that own practice and conduct meets the districts policies and procedures, values, service model and relevant legislation. Maintain the mana of the organisation, service and as an individual. Communication style demonstrates empathy and respect of others views when working with patients, whānau, others and kaimahi. Maintains speciality and matauranga Māori educational requirements in order to be the subject matter expert for Allied Professions, external services and for Māori Allied kaimahi/patients/whānau/communities.
9. Workplace Health & Safety	<ul style="list-style-type: none"> Fosters a safe, healthy and productive workplace for kaimahi, ensuring that managers are aware of their workplace health, safety and wellbeing obligations; health and safety representatives are appointed; and worker engagement and participation processes are implemented Actively promotes and supports kaimahi to participate in the Health - NZ employee wellbeing programmes Complies with responsibilities under the Health & Safety at Work Act 2015 by actively supporting and implementing the Capital, Coast & Hutt Valley district workplace health, safety and wellbeing frameworks which incorporate hazard and risk identification and management, education and training, monitoring and reporting.

Key Relationships & Authorities



Delegated authorities

- The position has delegations in accordance with the Capital, Coast & Hutt Valley Delegations Manual for financial and human resources.
- The position has line management responsibility as per above diagram.

Capability Profile

Solid performance in the role requires demonstration of the following competencies. These competencies provide a framework for selection and development.

Competency	Behaviours
Te Tiriti o Waitangi	<ul style="list-style-type: none"> ▪ Understands Te Tiriti o Waitangi within the context of health service provision ▪ Leads others to understand the DHBs' Treaty of Waitangi policy and its application to DHB work and services. ▪ Encourages meaningful engagement in decision-making with Tangata Whenua at strategic, operational and service levels. ▪ Challenges current processes and thinking, leading the development of new thinking that will deliver equitable outcomes with Māori enjoying and achieving health outcomes as Māori.
Managing Vision and Purpose	<ul style="list-style-type: none"> ▪ Communicates a compelling and inspired vision or sense of purpose ▪ Talks beyond today ▪ Talks about possibilities ▪ Is Optimistic ▪ Creates milestones and symbols to rally support behind the vision ▪ Makes the vision sharable by everyone ▪ Can inspire and motivate entire units or organisations
Integrity and Trust	<ul style="list-style-type: none"> ▪ 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 ▪ Does not misrepresent him/herself for personal gain
Innovation	<ul style="list-style-type: none"> ▪ Is good at bringing the creative ideas of others to fruition ▪ Has good judgement about which creative ideas and suggestions will work ▪ Has a sense about managing the creative processes of others ▪ Can facilitate effective brainstorming ▪ Can project how potential ideas may play out in practice
Process Management	<ul style="list-style-type: none"> ▪ Good at figuring out the processes necessary to get things done ▪ Knows how to organize people and activities ▪ Understands how to separate and combine tasks into efficient work flow ▪ Knows what to measure and how to measure it ▪ Can see opportunities for synergy and integration where others can't ▪ Can simplify complex processes
Dealing with Ambiguity	<ul style="list-style-type: none"> ▪ Can effectively cope with change ▪ Can shift gears comfortably ▪ Can decide and act without having the total picture ▪ Is not upset when things are up in the air ▪ Does not have to finish things before moving on ▪ Can comfortably handle risk and uncertainty
Motivating Others	<ul style="list-style-type: none"> ▪ Is good at establishing clear directions ▪ Sets stretching objectives ▪ Distributes the workload appropriately

Competency	Behaviours
	<ul style="list-style-type: none"> ▪ Lays out work in a well-planned and organized manner ▪ Maintains two-way dialogue with others on work and results ▪ Brings out the best in people
Interpersonal Savvy	<ul style="list-style-type: none"> ▪ Relates well to all kinds of people – up, down, and sideways, and inside and outside the organisation ▪ Builds appropriate rapport ▪ Builds constructive and effective relationships ▪ Uses diplomacy and tact ▪ Can diffuse even high tension situations comfortably.

Experience and Capability

Essential qualifications, skills and experience

- Relevant Allied Professions Qualification
- Registered Allied Health, Scientific or Technical practitioner with current annual practicing certificate, or certification/membership of professional association if registration not applicable.
- Ability to speak and understand Te Reo Māori (or working towards).

Knowledge/experience

- High level knowledge of te ao Māori and tikanga and experience in translating this into practice
- Experience working with and commitment to Te Tiriti O Waitangi
- Demonstrated clinical experience
- Knowledge and familiarity of the Allied professions
- Experience and knowledge of Health NZ systems (desirable)
- Experience of health services across the system (hospital, community and outpatients, primary care, other sectors)
- Experience of practice development and practice standards for Allied professions with focus on innovation, quality improvement and research (desirable)
- Project delivery.

Skills

- Excellent interpersonal and relationships management skills, demonstrated in a diverse environment and in a way that results in strong and effective partnerships
- High level of people-centred problem-solving capability
- Ability to prioritise numerous tasks and demands and maintain focus
- Ability to articulate case for change
- Sophisticated communication skills – both written and verbal
- Implementation of projects and initiatives in a complex environment
- Self-management and organisational skills
- Coaching and mentoring

Personal Attributes

- Strong commitment to Pro Equity approach and can evidence putting this into action
 - Demonstrates a high level of initiative
 - Savvy and experienced in working in a fast paced, complex environment
 - Confidence to challenge the status quo via a positive approach.
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Ma tini, ma mano, ka rapa te whai
By joining together we will succeed

Health New Zealand - Te Whatu Ora is committed to Te Tiriti o Waitangi principles of partnership, participation, equity and protection by ensuring that guidelines for employment policies and procedures are implemented in a way that recognises Māori cultural practices.

We are committed to supporting the principles of Equal Employment Opportunities (EEO) through the provision and practice of equal access, consideration, and encouragement in the areas of employment, training, career development and promotion for all its employees.