The Vision, Mission Statements and Values of each of the three DHBs are highly congruent.

<table>
<thead>
<tr>
<th>DHB</th>
<th>Vision</th>
<th>Mission</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wairarapa DHB</td>
<td>“Well Wairarapa - Better health for all”</td>
<td>To improve, promote, and protect the health status of the people of the Wairarapa, and the independent living of those with disabilities, by supporting and encouraging healthy choices.</td>
</tr>
<tr>
<td>Hutt Valley DHB</td>
<td>Whanau Ora ki te Awakairangi</td>
<td>Working together for health and wellbeing. Our mission demonstrates the Hutt Valley DHB's commitment to a cooperative way of working. This includes staff working cooperatively, working in collaboration with the people and organisations we fund, working with organisations from other sectors and working within our community.</td>
</tr>
<tr>
<td>Capital &amp; Coast DHB</td>
<td>Better Health and Independence for People, Families and Communities.</td>
<td>Together, Improve the Health and Independence of the People of the District.</td>
</tr>
<tr>
<td><strong>Wairarapa DHB Values:</strong></td>
<td>Respect – whakamana tangata; integrity – mana tu; self-determination – rangatiratanga; co-operation – whakawhanaungatanga; and excellence – taumatatanga.</td>
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<tr>
<td><strong>Hutt Valley DHB Values:</strong></td>
<td>‘Can do’ – leading, innovating and acting courageously; Working together with passion, energy and commitment; Trust through openness, honesty respect and integrity; Striving for excellence.</td>
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</tr>
<tr>
<td><strong>Capital &amp; Coast DHB Values:</strong></td>
<td>Innovation, Action, A focus on People and Patients, Living the Treaty, Professionalism through Leadership, Honesty, Integrity and Collaboration, Excellence through Effectiveness and Efficiency.</td>
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**Context**

**Wairarapa DHB**

Wairarapa District Health Board (DHB) is located 1.5 hours north of Wellington and Hutt Valley. It covers a large mainly rural geographic area from Cape Palliser on the south coast, to Mount Bruce in the north. Secondary hospital services are provided from the new 90 bed Wairarapa Hospital in Masterton, serving a population of around 40,000. Wairarapa DHB has a unique relationship with primary and community services to meet the needs of their population.

**Hutt Valley DHB**

The Hutt Valley District Health Board (DHB) is a hospital and health provider in the Hutt Valley, located 20 minutes from Wellington. Hutt Valley DHB provides secondary and tertiary, nursing and surgical hospital services along-side community based health care. The main facility is Hutt Hospital in Lower Hutt, which has 260 beds. Hutt Valley DHB funds local health providers and works collaboratively with the community to create and support multiple health education initiatives and projects within the region.

**Capital and Coast DHB**

The Capital and Coast District Health Board (CCDHB) covers a region extending from Wellington to Otaki. It comprises delivery arms in primary, secondary and tertiary health. Hospital and Health Services (HHS) is primarily responsible for the hospital and health services delivered via a new Wellington Regional Hospital; a secondary and community facility at Kenepuru; a Forensic, Rehabilitation and Intellectual Disability Hospital at Ratonga Rua-o- Porirua; and Kapiti Community Hospital.

Collectively, joint services provided across the three DHBs are referred to as 3DHB in this role description.
Service perspective:

The hospital and health services of the DHBs provide a range of services, one such group of services includes Mental Health, Addictions and Intellectual Disability (MHAID) Service. The Service has over 1400 employees and annual revenue of $135m.

MHAIDS spans three DHBs - Wairarapa, Hutt Valley and Capital and Coast DHB's and includes local, regional, and national services. The local MHAID services are provided from multiple sites within the 3DHB sub-region – greater Wellington, Hutt Valley and Wairarapa. Te Korowai Whariki services include regional forensic and rehabilitation services covering the Central region while the intellectual disability services extend the length and breadth of the country from six bases located in Whangarei, Auckland, Cambridge, Wellington, Christchurch, and Dunedin.

The core business of the Service is the provision of quality specialist services, integrated with primary and secondary providers in the communities we serve.

The Service is committed to the underlying principles of:

- Te Tahuhu and the Mental Health Blueprint for Mental Health Services in New Zealand to guide and direct service design, delivery, development, and review.
- Intellectual Disability High and Complex Framework
- Te Tiriti o Waitangi as the founding document of Aotearoa/New Zealand.

The Service has access to business support services including Human Resources and Finance. In addition, management and delivery of clinical services across the Service is underpinned by consultation, advice, and support from a range of cultural, consumer, and family advisors, and business, quality and organisational development personnel.

Te Korowai Whariki (TKW)

Team Perspective

Te Korowai Whariki (TKW) is an operational group of regional and national services that has staff based in various locations in the Central Region, from Gisborne to Wanganui through to Wellington. Te Korowai Whariki services are both inpatient and community based. Te Korowai Whariki consists primarily of two arms - Central Regional Services and the Intellectual Disability (ID) Services

The regional arm includes the Central Regional Forensic Mental Health Service, Youth Forensic Service and Rehabilitation and Extended Care inpatient Service. The Central Regional Forensic Mental Health Service operates at the interface between Mental Health Services and the Justice System and works within the following settings – prisons, courts, community, and inpatient. The Service offers assessment and rehabilitation services to -
Defendants charged with criminal offences

Offenders who have psychiatric illness

The Central Regional Forensic Mental Health Service provides the acute inpatient service which consist of Purehurehu (male only 15 bed unit) and Rangipapa (mixed gender 13 bed unit). Pukeko House is attached to Rangipapa unit. Pukeko house provides rehabilitation/recovery step-down facility for four tangata whaiora/service users within the inpatient forensic system.

The Rehabilitation and Extended Care inpatient service provides both longer-term care (Tawhirimatea Unit) and intensive rehabilitation (Tane Mahuta) within both secure and open settings. The service has 65 inpatient beds in total, some of which are in purpose built cottages ranging from 1 to 5 bedrooms. The service’s focus is on recovery and rehabilitation through providing people with the opportunity to learn new skills, as well as gain independence and empowerment for community living.

Vaka O Le Pasifika is the base for Te Korowai Whariki Mental Health Pasifika team, and complements Ruaumoko Maori cultural centre for the Ratonga Rua campus. Vaka O Le Pasifika is a special place where culturally based activities can occur is an important component of assessment, treatment, and rehabilitation for Pacific clients, and the cultural perspective of the service.

**Purpose of the role**

The role contributes to:

- the facilitating and delivering group Pasifika programmes at Vaka O le Pasifika,
- some individual tailored cultural programmes i.e. arts and crafts, traditional cooking,
- Relevant educational aspects of the Pasifika targeted for the Tagata Pasifika Mental Health clients currently residing within Te Korowai Whariki.

The role supports the Vaka O Le Pasifika, team and Key workers of the Tagata Pasifika with individualised assessments, recovery plans and interventions where plans encompass appropriate cultural input, and negotiated with Tagata Pasifika

This support role enables the running of programmes on days that are specified. This role provides an individual client with cultural input and support on the Forensic Rehabilitation units which can enhance the transition from the inpatient unit to the community.
## Key Accountabilities

<table>
<thead>
<tr>
<th>Key Accountability</th>
<th>Deliverables / Outcomes</th>
<th>Key Performance Indicators / Measures</th>
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<tbody>
<tr>
<td>Maintain Cultural Safety</td>
<td>- In consultation with Pasifika Mental Health Teams.</td>
<td>- Ongoing identification of cultural needs for Tagata Pasifika and their families.</td>
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<td>- In accordance with the National Mental Health Standards, MHAID, 3 DHB and Vaka O Le Pasifika’s service philosophies, priorities and objectives.</td>
<td>- The incorporation of these cultural needs into an appropriate treatment and education plan.</td>
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<td>- Interacting effectively with Tagata Pasifika, families and carers</td>
<td>- Ongoing utilisation of Pasifika concepts and cultural models of practice.</td>
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<td>- Demonstrating effective workload management skills.</td>
<td>- Utilisation of practices that work towards and assist with Tagata Pasifika’s rehabilitation but also maintains mandatory clinical &amp; legal safety requirements.</td>
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<td>- Contribute to Tagata Pasifika cultural assessments</td>
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<td>- Effective use of the Client Pathway process</td>
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<td>- That work and practice aligns with relevant legislation i.e. CP (MIP), MH Act &amp; environments (prison, court).</td>
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<td>- Effective responses to clinical and cultural emergency situations</td>
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<tr>
<td>Continuous Quality Improvement</td>
<td>- Maintains culturally appropriate and ethical standards of practice</td>
<td>- A maintained working relationship with Tagata Pasifika and their families and documenting care collaboratively.</td>
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<tr>
<td>Tagata Pasifika receives the care that contributes to increased wellbeing and quality of life.</td>
<td>- Ensuring standard of delivery of care complies with:</td>
<td>- Promotes the needs of and liaises on behalf of Tagata Pasifika with Care team &amp; relevant others.</td>
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<td></td>
<td>- Standards</td>
<td>- Liaises and assists Care Team &amp; other relevant services to meet the needs of Tagata Pasifika.</td>
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<td>- Policies</td>
<td>- Keeps informed and communicates changes and developments with families and other relevant agencies.</td>
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<td></td>
<td>- Code of ethics</td>
<td>- Knows &amp; understands company’s standards &amp; legal requirements related to professional practice</td>
</tr>
<tr>
<td></td>
<td>- Legal requirements</td>
<td></td>
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<tr>
<td></td>
<td>- Health &amp; Safety</td>
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### Training and Development

To demonstrate a commitment to personal, professional and cultural development.

- Participates in area specific training
- Identifies own learning needs and actively seeks assistance
- Is committed to ensuring cultural and clinical supervision is undertaken regularly. A supervision contract is completed
- Participates in yearly performance appraisal reviews as per Career Pathway - Personal Development Plan (PDP) and actively participates in appropriate in-service or outside education, reading relevant literature or seeking other resources.
- Completes core competencies as required for this role including “Calming and Restraint”

### Health & Safety

To recognise the principles of the Treaty of Waitangi while acknowledging the cultural and social differences of all groups.

- Adheres to the formal partnership agreement between TKW and MHAIDS 3 DHB Whakapai

### Health & Safety

To recognise individual responsibility for workplace health and safety under Health and Safety Act 1992.

- MHAIDS 3 DHB, Health and Safety Policies are read and understood and relevant procedures are applied to own work activities.
- Workplace hazards are identified and reported including self-management of hazards where appropriate.
- Can identify Health and Safety ‘Rep’ for area.
- Contributes to service and organisational quality improvement goals

### Health & Safety

Contribute and assist Care Team with providing individualised recovery plans and interventions where plans encompass appropriate cultural input

- All plans include appropriate cultural input.
- All plans are reviewed.
- Review process for all Tagata Pasifika follows in accordance to Client Pathway timeframes.
### Communication – to promote consumer focus

- Demonstrating effective communication and documentation maintaining professional records and statistics
- Demonstrates the ability and knowledge base to facilitate ‘group work’
- All documents are completed in accordance with best practice guidelines and Client Pathway Manual.
- Demonstrates flexibility and adaptability as workload requirements and priorities change.
- Demonstrates the ability to prioritise daily work according to tasks assigned.
- Communicates in a professional manner with Tagata Pasifika and colleagues.
- Supportive voice for Tangata Pasifika clients in meetings.

### Works co-operatively with all Health Care Teams

- To work as an effective team member.
- Utilises the TKW Pasifika Consultant for ongoing development and maintaining cultural supervision and support. Participates and contributes to MDT, discussions and decisions relating to Tagata Pasifika and their families.
- Understands the role and function of all members of the Care Team.
- Works with colleagues in a supportive collegial manner.
- Actively participates in TKW team planning and service development initiatives.

### Maintain Record

- To be recognisable and accountable for all actions undertaken in the course of duties.
- Accurate records for clients attendance at programs, resources and incident reports are maintained.
- Demonstrates an understanding in the event of emergencies and incidents.
- Able to provide a therapeutic and physically safe environment for Tagata Pasifika, ensuring confidentiality is maintained.
- Adheres to specific professional codes of ethics.
Key Relationships & Authorities

Reports to:
- Team Leader

Key relationships within service:
- Pasifika Consultant, Vaka Pasifika
- Matua, Health Pasifika
- Professional Lead (Occupational Therapists)
- Pasifika clinician
- Occupational Therapist
- Consultant Psychiatrist
- Multi-disciplinary teams
- Administration
- Clinical co-ordinator

Key relationships outside Service:
- Tagata Pasifika and their families or caregivers
- Pacific Community
- Pacific Mental Health Providers
- Consumer groups

Has these direct reports:
- Nil
## Capability Profile

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

<table>
<thead>
<tr>
<th>Competency</th>
<th>Behaviours</th>
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</table>
| Commitment to Health and Independence Improvement Goals | • Is committed to the values and goals of DHBs  
• Is committed to continuous learning and performance development.  
• Encourages the development of all team members. |
| Teamwork                          | • Develops and maintains positive relationships and works in partnership with other team members.  
• Develops rapport and builds networks of constructive working relationships with key people.  
• Effectively uses team dynamics and individual operating styles to build team processes and strengths.  
• Shares knowledge and works cohesively with the team.  
• Attends relevant meetings. |
| Innovation                        | • Is innovative in the development of business initiatives and projects.  
• Is proactive and motivated and responds positively to new challenges and opportunities.  
• Develops new and/or more effective work processes and systems through lateral thinking and creativity. |
| Work Approach                     | • Is results focussed and committed to making a difference.  
• Plan and organise own workload, allocating time to priority issues, meeting deadlines and coping with the unexpected.  
• Adjusts work style and approach to fit in with requirements.  
• Focuses on quality improvement and customer satisfaction.  
• Perseveres with tasks and achieves objectives despite obstacles. |
| Communication                     | • Listens with a preparedness to understand.  
• Is confident and appropriately assertive in dealing with others.  
• Deals effectively with conflict. |
| Cultural skills                   | • Is a competent speaker of one or more Pacific language/s in both formal and informal settings.  
• Words and actions show an understanding of the implications of Te Tiriti o Waitangi principles and Maori perspective.  
• Values and celebrates diversity, showing respect for other cultures and people’s different needs and ways of living.  
• Shows an awareness of gaps in, and a desire to increase, cultural knowledge and inter-cultural practice relevant to one’s work.  
• Accesses resources to make sure culturally appropriate and language appropriate services are provided.  
• Draws on a client’s own cultural resources and support frameworks. |
2. Other aspects of capability not covered by the above competencies

a) Knowledge and Experience:
   - All MHSWs must have completed at least the level 4 NZQA National Certificate Mental Health Support Services (or equivalent qualification).
   - Knowledge and skills in facilitating and delivering group and some individual cultural tailored cultural programmes i.e. arts and crafts, traditional cooking, relevant educational aspects of the Pasifika targeted for the Tagata Pasifika Mental Health clients
   - Experience in group work
   - Good organisational skills
   - Effective communication skills
   - Experience in delivering and running individual programmes for Tagata Pasifika
   - Has a proven understanding of own cultural background and able to competently converse in at least one Pasifika language
   - Skills in teaching Pasifika arts and culture

b) Valuing the work

Someone well-suited to the role will place a high value on the following:

   - Bi-cultural sensitivity and an understanding of the Treaty of Waitangi
   - Be an effective team member and develop collaborative relationships within the multi disciplinary team
   - Values creativity.
   - Holds a philosophy about the therapeutic value of group work.

c) Other

   - Have a clean Full Drivers Licence
   - Demonstrate initiative
   - People-centred problem-solving capability
   - Confidence to prioritise and focus
   - Has a commitment in working with Tagata Pasifika with complex needs

The DHBs 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.

The DHBs are 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 Maori cultural practices.

The role description will be reviewed regularly in order for it to continue to reflect the changing needs of the organisation. Any changes will be discussed with the position holder before being made. Annual objectives and performance measures will be set each year during the annual performance planning and development me