

## Position Description

### 50 Families Pouwhakataki



#### Our Vision

**Vision:** *All Tairāwhiti Whanau Are Flourishing*

**Purpose:** *Too many families in Tairāwhiti are living in crisis, and passing that crisis on to their children and mokopuna.*

*Manaaki Tairāwhiti will therefore realise demonstrable improvement to social sector effectiveness in Tairāwhiti so that all whanau lead safe and well lives in their communities.*

Position	Pouwhakataki – 50 Families
Location	Gisborne
Reports To	Programme Lead
Type of Position	Full time – 36 hours per week Fixed Term 2 years

#### VALUES DRIVEN - OUTCOME FOCUSED

- **Whānau Ora** – we remove barriers to whanau having their needs met and work with them to co-design the support they need. Their needs come first. Their strengths lead the way.
- **Transformative** – Transforming lives through transforming support and services. Championing problem solving, innovation and ingenuity.
- **Committed, Connected and Aspirational**– Manaaki Tairāwhiti members are accountable and committed to the same vision, providing joined up service, sharing learning and information and making a real difference. We aspire to be agile, nimble and successful.
- **Pono me Tika** - Honest and trust based relationships underpin our work with whanau and between ourselves

#### Outcomes

Organisational values are role modelled and incorporated into daily work practices

Organisational values are demonstrated and consistently practiced within the organisation and through all external relationships.

Organisational values and behaviours are role modelled and incorporated into daily work practices.

#### POSITION OBJECTIVE:

The Pouwhakataki will support a team of 50 Families Navigators in the delivery of the 50 Families programme including;

- Delivery of direct support to whanau in need
- Supervision, coaching and support for members of the navigator team
- Coaching and training in the Manaaki Tairawhiti Way of Working
- Support all 'test and learn' activities working toward systemic change
- Gather evidence and insights that inform the wider Manaaki Tairawhiti programme.

#### **KEY RELATIONSHIPS:**

<b>INTERNAL</b>	<b>EXTERNAL</b>
Navigator team	NGO/Iwi and community-based Providers
Manaaki Tairawhiti Pouwhakataki team	Government Agencies
Te Rito staff and contractors	Visitors to Te Rito

#### **KEY ACCOUNTABILITIES:**

Supporting a team of '50 Families' Navigators with the delivery of their direct support to families in need. Coaching and training navigators in the Manaaki Tairawhiti Way of Working and all test and learn activities that focus on systemic change across the social sector. Implementation of the Manaaki Tairawhiti Way of Working alongside practitioners from government agencies and community organisations. Supporting Test and Learn activities at Te Rito. Gathering evidence and insights from case work that inform system change. Participating in work led by Te Rito on behalf of Manaaki Tairawhiti.

#### **KEY ACHIEVEMENT AREAS**

- Navigator team are supported to deliver effective support for whanau
- Case work informs systemic change across social services to improve responsiveness to whanau needs
- Working collaboratively with government agency and community organisations
- Building a strong evidence base of 'what works' from the perspective of whanau seeking support from social services.

All of the information provided in this document is intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the position and incumbent. From time to time, the incumbent will be required to accept and carry out other relevant duties as assigned.

#### **PERSON SPECIFICATIONS:**

##### **Qualifications/Knowledge**

- Microsoft Office Software to a high level, particularly Word, Excel and PowerPoint
- Relevant Tertiary qualification (e.g Social Work, Counselling, Supervision) or experience working in a similar Iwi or NGO social services role
- Knowledge of Tikanga Maori and experience supporting Maori whanau
- Experience (at least 5 years) working in the social sector
- Experience (at least 2 years) supervising support staff
- Growth mindset willing to support new learning
- Strong networks and ability to work collaboratively

- Excellent written and verbal communication
- Strong interest in social sector research

#### EXPERIENCE AND TECHNICAL SKILLS

RELATIONSHIP MANAGEMENT (essential)	<ul style="list-style-type: none"> <li>• Kanohi kitea (present and seen in your community)</li> <li>• Connector of people, to people, to opportunities</li> <li>• Connected navigator of resources, knowledge from grassroots and back</li> <li>• Ability to engage with all walks of life</li> <li>• Network builder and holder of trusted, credible relationships</li> <li>• Love for community</li> <li>• Understands the needs of the rohe</li> <li>• Able to weave whānau voice into work</li> </ul>
CAPABILITY AND CAPACITY TRAINER (essential)	<ul style="list-style-type: none"> <li>• Pouwhakataki (leader)</li> <li>• New knowledge energiser – open and willing to new ways of doing things</li> <li>• Facilitator of space and intention for collaboration and continuous learning</li> <li>• Activator – catalyst for change</li> <li>• Comfortable with ambiguity and uncertainty</li> <li>• Experienced in coaching and building the capability of others</li> </ul>
TIKANGA MĀORI INFORMED (essential)	<ul style="list-style-type: none"> <li>• Kaupapa driven</li> <li>• Mahitahi – can work together with a common purpose</li> <li>• Manaakitanga – shows generosity and care for others</li> <li>• Whakawhanaungatanga – builds relationships and relates well to others</li> <li>• Aroha – can draw the best out of people, encourages actions that are generous</li> </ul>
CHANGE-DRIVEN (essential)	<ul style="list-style-type: none"> <li>• Social innovator</li> <li>• Ability to resolve conflict</li> <li>• Experience working in challenging situations</li> <li>• Challenging the status quo</li> </ul>
CO-DESIGN SKILLS (desirable)	<ul style="list-style-type: none"> <li>• Strong co-design skills</li> <li>• Encourages others to see design/social innovation as valuable</li> <li>• Enjoys leading people through a design process</li> </ul>

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|  | <ul style="list-style-type: none"><li>• Experience in building/ testing prototypes with whānau and wider community</li><li>• Ensuring those involved in co-design have clarity around roles and responsibility and have a shared vision</li></ul> |
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