

POSITION DESCRIPTION

TŪRANGA MAHI



Position Title Mahi	Kaiwhakahaere - Cultural Advisor	Group Kāhui	All Sites
Reports To Rangatira	SLT (To be confirmed)	Location Taunga Mahi	Tauranga Moana/Whakatane/Waikato
Hours Haora Mahi	20 hours per week – 0.5FTE	Staff Responsibilities Haepapa Mahi	None

Te Whakakitenga | Our Vision

A Society free from sexual harm and violence

Kaupapa | Our Purpose

Providing education and prevention to people, whānau and communities. Supporting all people impacted by sexual harm to live their best life through healing

Ngā Uara | Our Values

Our people display the following values in their work

- Manaakitanga:** Having a place where everyone is welcome, demonstrates integrity and shows respect towards one another.
- Kaitiakitanga:** Providing a safe supportive environment including participation and effective communication.
- Ngā Tūmanako:** Supporting hopes, dreams and aspirations whilst leading by example.
- Mana Motuhake:** Practicing self-empowerment and self-determination by way of accountability and responsibility.
- Whakapakari:** Aspiring to be the best you can be through education, ethics and professionalism.

Pūtake | Purpose of this Position

The purpose of the Kaiwhakahaere role is to support the Tautoko Mai organisation and its staff to embed existing and implement new initiatives to strengthen our Te Ao Māori approach. The Kaiwhakahaere role is to provide cultural support to staff and clients of Tautoko Mai. The incumbent will be a link between and grow partnerships with local iwi, our Kaumātua and Kaiako and Māori health and social service providers.

Ngā Mahi Matua | Key Accountabilities and Activities

The following is a list of the core accountabilities associated with this role. This is not an exhaustive detailed list of all tasks and activities the incumbent will be involved with, and the expectation is that within any role at Tautoko Mai, some flexibility is required to undertake important tasks which may not be listed within the position description.

KEY ACCOUNTABILITIES	KEY ACTIVITIES
Cultural Integration	<ul style="list-style-type: none"> ▪ Provide practical support and advice to the Chief Executive and other leaders on incorporating Māori cultural practices into the organisation. ▪ Work with the organisation's Kaumātua to ensure cultural guidance and support are provided. ▪ Assist in developing and implementing initiatives to enhance cultural responsiveness and competence within the organisation. ▪ Support staff and contractors in understanding and applying Māori cultural practices in their roles. ▪ Support projects and contribute to the organisations strategic plan and teamwork as needed.

POSITION DESCRIPTION

TŪRANGA MAHI



Staff Training and Development	<ul style="list-style-type: none">Design and facilitate educational sessions on Te Ao Māori, tikanga Māori, and Te Tiriti o Waitangi for staff and contractors to increase staff knowledge and understanding of Māori culture.Provide one-on-one coaching and mentoring to staff on cultural matters.Support delivery of external training where Te Ao Māori content is relevantDevelop resources and materials to support ongoing cultural education within the organisation.
Cultural Competency	<ul style="list-style-type: none">Act as a point of contact for cultural advice and support within the organisation.Promote the use of Te Reo Māori and tikanga Māori in daily operations and interactions.Support the establishment of cultural supervision for clinical staff.Apply the principles of cultural safetyDemonstrate a commitment to keeping Te Tiriti o Waitangi alive by demonstrating knowledge and experience of tikanga Māori, understanding of equity issues for Māori and the organisation's responsibilities under Te Tiriti o WaitangiAcknowledge cultural differences by respecting spiritual beliefs, cultural practices, diversity of sexualities and gender and lifestyle choices
Community Engagement	<ul style="list-style-type: none">Expand, build and strengthen respectful and enduring relationships with local iwi, Māori providers, and community groups.Collaborate with external stakeholders to ensure services are culturally appropriate and accessible.
Health and Safety	<ul style="list-style-type: none">Abide by Tautoko Mai Health & Safety procedures and policies.

Ngā Pūkenga | Key Competencies (Experience, Skills and Knowledge), and Qualifications

- Sound knowledge and understanding of Te Ao Māori me ona tikanga (Māori worldview and customs) and how to be culturally responsive to Māori and their whānau needs.
- Links to Iwi or Hapu from our region is an advantage.
- Fluency (or commitment to fluency) in Te Reo Māori is desired.
- An understanding of the application of mātauranga Māori in the workplace.
- Knowledge of client-centred and trauma-informed practice, especially as it relates to sexual harm from a Te Ao Māori perspective.
- Knowledge and understanding of Te Tiriti o Waitangi.
- The ability to build positive and trusting relationships within Tautoko Mai and with external partners.
- Competence in education or training to facilitate training internally and externally would be an advantage.

Āhuatanga Whaiaro | Personal Attributes

- Friendly and flexible, with a can-do attitude.
- Understanding and sensitivity to the trauma that clients have experienced.
- The ability to relate to people from diverse backgrounds, including people with disabilities, different sexual orientations, and ethnicities, recognising and valuing differences.
- Able to demonstrate professional and individual accountability for practice.

On behalf of Tautoko Mai Sexual Harm Support:

Signed: _____

Signed: _____

Name: _____

Name: _____

POSITION DESCRIPTION TŪRANGA MAHI



Date: _____

Date: _____