

Maori Art Tutor/Recreation (Kaihangato)

Position Description

Date: August 2018

Job Title	:	Maori Art Tutor/Recreation (Kaihangato)
Department	:	Auckland Regional Forensic Psychiatry Services
Location	:	Kaupapa Maori Services
Reporting To	:	Under the supervision of Kai Manaaki Nahi/Registered Nurse Responsible to the Unit Manager
Direct Reports	:	Nil
Functional Relationships with	:	<u>Internal</u> Kaumatua Manager Kaupapa Maori Services. Kaupapa Maori Unit Whanau Nohonga (Unit Residents) Multi-disciplinary Team Te Miro Cultural Team Kaupapa Whanau (RFPS Staff) Whanau Whanui (extended family/support Communities) HoD Occupational Therapy <u>External</u> Whanau whanui/Family members RFPS team/services and others as appropriate Whanau Nohonga

Our Purpose, Values and Standards

At the heart of Waitemata DHB is our promise of 'best care for everyone'. This promise statement is the articulation of our three-fold purpose to:

1. promote wellness,
2. prevent, cure and ameliorate ill health and
3. relieve the suffering of those entrusted to our care.

At the heart of our values is the need for all of us to reflect on the intrinsic dignity of every single person that enters our care. It is a privilege to be able to care for patients, whānau and our community, a privilege that is sometimes overlooked in our day to day work.

Our standards and behaviours serve as a reminder to us all about how we are with our patients and with each other.

everyone matters

Every single person matters, whether patients, clients, family members or staff members.

- Welcoming** and friendly
- Respect** and value each individual
- Take time to **listen** and understand
- Speak up** for others

with compassion

We see our work in health as a vocation and more than a job. We are aware of the suffering of those entrusted to our care. We are driven by a desire to relieve that suffering. This philosophy drives our caring approach and means we will strive to do every-thing we can to relieve suffering and promote wellness.

- Compassionate** for your suffering
- Attentive, **helpful** and kind
- Protect your **dignity**
- Reassuringly** professional

connected

We need to be connected with our community. We need to be connected within our organisation – across disciplines and teams. This is to ensure care is seamless and integrated to achieve the best possible health outcomes for our patients / clients and their families.

- Communicate** and keep people informed
- Explain** so people understand
- Teamwork** with patients, whānau, and colleagues
- Give and receive **feedback**

better, best, brilliant

We seek continuous improvement in everything we do. We will become the national leader in health care delivery.

- Positive** we can make a difference
- Improve** our service and ourselves
- Clean and **safe** practice
- Timely, **efficient** and organised

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- Purpose of the role** :
- To plan, provide and evaluate a recreational service for Whai I te ora within Kaupapa Maori services.
 - To provide leadership and instruction in Maori Creative Arts including Mahi Toi and workshop based activities.
 - To oversee and co-ordinate activities held in Kaupapa Maori service.

KAUPAPA MAORI REHABILITATION UNIT MISSION STATEMENT

“Our Whare will provide an environment of hope in which whanau will grow, become empowered to be well, and to celebrate being Maori as we return to live our daily lives in the community.”

CORE OBJECTIVES

- To provide an environment of hope in which whanau will grow, become empowered to be well.
- To celebrate being Maori as we return to live our daily lives in the community.
- To bring together practices from two world-views; Te Ao Maori (Maori World) and Te Ao Tauwiwi (Western World) for an effective, efficient health gain outcome for whanau.

KEY TASKS	EXPECTED OUTCOMES
Primary Function – Recreation	<ul style="list-style-type: none"> • To plan, provide and evaluate a recreational activities for Tangata whai I te ora with Kaupapa Maori services. • To promote fitness, smoke free, exercise and healthy living. • To organise and facilitate a wide but safe range of sporting activities suitable for a Forensic Kaupapa Maori setting. • To assess fitness levels and provide suitable exercise programmes with realistic goals. • To ensure suitable exercise equipment is provided and maintained as per service needs.
Primary Function - Maori Art Tutor	<ul style="list-style-type: none"> • To plan, provide and evaluate creative arts activities for Tangata whai I te ora with Kaupapa Maori services. • To plan, coordinate, timetable and evaluate the use of the therapeutic spaces on the units and Kokiri centre for creative activities • To be responsible for the maintenance, servicing and safe use of equipment within the Kokiri centre • To provide the opportunity for staff and clients of Tane Whakapiripiri to engage in and learn creative carving and artistic skills. • Work alongside the delegated Health & Safety officer for Kaupapa Maori services to provide induction and health and safety training in the use of equipment and tools in the Kokiri Centre for clients and staff.
To provide Tikanga Maori learning and activity programmes for Kaupapa whanau.	<ul style="list-style-type: none"> • An individualised learning needs analysis, is completed for each tangata whai I te ora. • To facilitate programmes those stimulate learning, and development of rehabilitative skills. • Design annual comprehensive learning programmes. • Individualised learning needs analysis is completed for each tangata whai I te ora. • That group and individual programmes are facilitated, monitored, assessed according to the needs of tangata whai I te ora. • Programmes are approved by the Taumata in consultation with the Kaupapa Maori Service Manager and Heads of Disciplines.

Maori Art Tutor/Recreation (Kaihangatoi)

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KEY TASKS	EXPECTED OUTCOMES
The Maori Art Tutor/Recreation (Kaihangatoi) will undertake activities appropriate to service/unit needs.	<ul style="list-style-type: none"> • Environment is kept calm and safe • Whai I te ora are treated with respect and dignity and their individuality maintained. • Specified duties are completed promptly and thoroughly. • Assistance with good public service, including answering calls and contacting the person required.
The Maori Art Tutor/Recreation (Kaihangatoi) will demonstrate individual responsibility and accountability for work done and for the safety and secure containment of consumers in the Forensic Units.	<ul style="list-style-type: none"> • Conduct self in a responsible manner. • Not accept responsibility for practices which are not taught, or understood. • Maintain confidentiality in his/her work especially regarding information related to service users and their treatments. • Acts within limitations and does not exceed responsibility • Direct specific inquiries from service users' visitors to the Nurse in Charge or key Worker. • Practices within the framework of the Service's Policy Procedure Manual. • Emergencies are dealt with in a safe and effective manner. • Acknowledges reports and documents promptly incidents, errors or omissions.
Statutory & Treaty of Waitangi obligations	<ul style="list-style-type: none"> • Ensures the professional and political integrity of WDHB by carrying out all functions in compliance of the Treaty of Waitangi and by demonstrating a serious commitment to keeping the treaty alive. • Shows sensitivity to cultural complexity in the workforce and patient population.
To recognise individual responsibility for workplace Health & Safety under the Health and Safety at Work Act 2015	<p>Contribute to a safe and healthy workplace at WDHB by:</p> <ul style="list-style-type: none"> • Following & complying with H&S policies & processes & applying them to their own work activities, including using/wearing Personal Protective Equipment as required. • Participating in activities directed at preventing harm & promoting well-being in the workplace • Identifying, reporting & self-managing hazards where appropriate • Early and accurate reporting of incidents at work and raising issues of concern when identified.

Behavioural Competencies

Behavioural Competencies	Behaviour Demonstrated
Communicates and Works Co-operatively	<ul style="list-style-type: none"> • Actively looks for ways to collaborate with and assist others to improve the experience of the healthcare workforce, patients & their families and the community & Iwi.
Is Committed to Learning	<ul style="list-style-type: none"> • Proactively follows up development needs and learning opportunities for oneself and direct reports.
Is Transparent	<ul style="list-style-type: none"> • Communicates openly and engages widely across the organisation. • Enacts agreed decisions with integrity.

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Is Customer Focused	<ul style="list-style-type: none"> • Responds to people's needs appropriately and with effective results • Identifies opportunities for innovation and improvement
Works in Partnership to Reduce Inequality in Outcomes	<p>Works in a way that:</p> <ul style="list-style-type: none"> • Demonstrates awareness of partnership obligations under the Treaty of Waitangi. • Shows sensitivity to cultural complexity in the workforce and patient population. • Ensures service provision that does not vary because of peoples' personal characteristics.
Improves health	<ul style="list-style-type: none"> • Work practices show a concern for the promotion of health and well-being for self and others.
Prevents Harm	<ul style="list-style-type: none"> • Follows policies and guidelines designed to prevent harm. • Acts to ensure the safety of themselves and others.

VERIFICATION:

Employee: _____

Manager: _____

Date: _____

Review Date: _____

Note: *This job description forms part of an individual's contract of employment with WDHB and must be attached to that contract.*

PERSON SPECIFICATION

	Minimum	Preferred
Formal Tertiary Qualification/s	<ul style="list-style-type: none"> • Evidence of completion of formal education 	<ul style="list-style-type: none"> • A formal tertiary qualification in recreation and/or Maori Art
Tikanga Maori Knowledge & Involvement	<ul style="list-style-type: none"> • Experience of working with both individuals and groups in a teaching/ leadership Capacity 	<ul style="list-style-type: none"> • Recognised training/apprenticeship in traditional Mahi Toi /carving
Personal Qualities	<ul style="list-style-type: none"> • Demonstrates understanding of human beliefs and differences • Relates easily to people across the organisation • Builds relationships and engenders trust • Passionate about Maori Mental Health Care • Influences others in a way, which inspires their personal growth 	<ul style="list-style-type: none"> • To demonstrate personal physical, mental, spiritual wellbeing • Competent speaker of Te Reo Maori • Community Development • Experience in Maori Mental Health
Driver's License		Essential