

Te Whakatūranga ō Mahi | Position Description

Kaikōkiri - Champion of Wellness

Title	Kaikōkiri – Family Start Community Worker		
Reports to	- Kaiwhakahaere Community Services - Kaiaarataki Team Lead		
Team	Family Start		
Direct Reports	NIL	Total FTE	1.0

Ko wai mātou | Our organisation

The kaupapa for Whaiora was first considered in 1995 at a hui at Papawai Marae, Greytown. Ngāti Moe hapu, led by Dr Janice Wenn and Kim Workman, structured a proposal for a 'by Māori for Māori' community-based health service for the Wairarapa. Initially Whaiora Whanui was developed under the umbrella of the Ngāti Kahungunu Māori Executive, Taiwhenua (NKMET). With the mandate from Wairarapa hapū, Whaiora Whanui became an autonomous entity and was established as a Charitable Trust on 13 December 2000.

Whaiora provides a range of community health and social services to the Wairarapa community, our boundaries are Pukaha Mt Bruce to Remutaka Summit – we also work with whānau in Eketahuna.

Our services also include a Very Low Cost Access Medical Centre for Masterton residents.

VISION
Whānau Wairarapa / He pae ora Whānau Wairarapa – Healthy futures
MISSION
He rarapa I nga ahuatanga e u ai te ha o te ora / Fostering innovation to achieve wellness.

Tēnei tūranga | About the role

Our Family Start social service professionals work with whānau to help give tamariki the very best start in life. Family Start is an intensive home visiting programme, which offers support to whānau who are struggling with challenges that make it harder for them to care for their tamariki.

Our social service professionals will:

- Manage own caseload of whānau from 12 weeks confirmed pregnancy up to three – five years of age (if required)
- complete home visits at least twice a month with all enrolled whānau
- focus on strengthening parenting and caregiving skills and achieving set goals

Essential Functions



Key Result Area	Expected Outcomes / Performance Indicators
Relationships To establish and maintain supportive, effective, professional working relationships with client families.	• Rapport is built and sound foundation for development of individual family plan established. • Family start workers can advocate for clients and access the range of services necessary for the achievement of family goals
Needs Assessment To carry out needs assessment phase of Family Start programme in accordance with contract requirements.	• Collaborative, inclusive process. • Existing strengths and capacity of family identified. • Needs Assessment report completed, based on Family Start assessment tools including: ➢ Impact on safety and well-being of children; ➢ Imminent risk factors; ➢ Barriers; ➢ Needs to be addressed by Family Start; ➢ Needs being addressed by another agency; ➢ Needs requiring intervention by other agencies. ➢ Intensity level determined in conjunction with Supervisor and communicated to the Family.
Child Safety tools	Maintaining a consistent focus on Child safety.
Individual Family Plans To develop, review and monitor Individual Family Plans in accordance with contract requirements	Individual Family Plans address the broad spectrum of family needs and are: ➢ Realistic; ➢ Partnership based; ➢ Simple; ➢ Achievable; ➢ Action orientated. Individual Family Plans contain goals and tasks relative to the: ➢ Family/whanau ➢ Client; ➢ Other agencies ➢ Well Child/Tamariki Ora Programme; ➢ Promotion of Early Childhood Education. The need for crisis intervention is assessed on an ongoing basis, particularly in regard to safety and welfare of the child and/or children in the family. Effective crisis management, including supervision and support for decision-making. Individual Family Plans provide the basis to increase the family's capacity to give their children the best possible start in life. Individual Family Plans are completed in conjunction with the family/whanau.
Supervision To prepare for and attend clinical and administrative supervision.	➢ Supervision is undertaken in accordance with Family Start programme requirements. ➢ Caseloads, client contact hours and Individual Family Plans monitored and reviewed as per Family Start programme requirements.

	➤ Specific case problems addressed. ➤ To continue to learn and identify relevant Professional Development. ➤ Critically reflect on Practice. ➤ Risks of professional burnout capture by clients, dependency by clients and Family/whanau worker role monitored and addressed. ➤ Family/whanau workers display a clear understanding of ➤ their role, associated risks and professional boundaries.
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Key Result Area	Expected Outcomes / Performance Indicators (All Whaiora Kaimahi)
An Accountable System	• Champion connections with whānau, hapū and iwi Māori to promote whānau voice and improve whānau service experiences and outcomes • Promote development of a culturally safe workforce supporting others to better understand their own cultural perspectives to advance the work of the organisation across a range of social contexts • Demonstrate life-long learning in cultural safety, holding themselves accountable for providing culturally safe leadership, service design and delivery • Ensure the unique needs of priority populations including tāngata whaikaha are understood and kept at the forefront of service delivery
Collective Impact	• Support the pursuit of Māori health gain and achieving equitable health outcomes for Māori including tāngata whaikaha through the application of hauora models • Support the dismantling of policies, procedures and practices that cause inequity
Health and Safety	• Take responsibility for meeting Whaiora obligations under the Health and Safety at Work Act 2015 by: • Observing Whaiora H and S procedures • Participating in health and safety initiatives and training • Providing suggestions for improvement of health and safety • Reporting all accidents/incidents, near misses and symptoms of discomfort • Identifying and reporting workplace hazards
Indigenous Health System	• Influence the application of mātauranga Māori, te reo and tikanga Māori in in compelling and constructive ways of aligned with organisational vision • Promote wairuatanga as determinant of your own wellbeing and that of your team • Knowledge and application of kaupapa Māori methodologies and frameworks as it pertains to the role
Risk Management	• Identify any people related, reputational and/or organisational risks and take action to minimise their impact • Effectively manage and escalate risks with proposed appropriate mitigation where necessary
Sustainable and Equitable Resourcing	• Support the secure use of digital tools that foster organisational effectiveness

	Maintain positive working relationships with colleagues within public and private sectors, related industry and community interest groups and the wider local, regional, national communities as required for the role
Te Tiriti o Waitangi	- Demonstrates an understanding of the significance of and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way - Provide leadership to colleagues, supporting them to understand the organisation's Te Tiriti stance, and its application to their work in the workplace

Whānaungatanga | Relationships

Internal	External
- Kaiwhakahaere Community Services - Kaiaarataki Team Lead - All Whaiora staff	- Whānau / Hapū / Iwi / Marae - Oranga Tamariki - Tu Ora Compass Health - Public health - Te Whatu Ora - NGO's

Ngā Āhuatanga | About you

You will have	Essential - Minimum of Diploma in Social Work or Bachelor of Social Work or working towards / Or Early Childhood Educator - Proven communication skills working as part of a team focused on client care - A working knowledge of te reo me ōna tikanga / or willingness to learn - Knowledge of Māori health models - Demonstrated experience with planning and coordination - Ability to draw on own specific professional theoretical frame works and knowledge base in order to practice in a Social Worker role. - Uphold Social Worker Code of Ethics. - Be Smoke free / vape free
Experience	- Experience in supporting clients and/or administrative practice - Competent user of computers – expert in Microsoft Office 365 - A friendly and approachable manner with good people skills. - The ability to communicate and interact with the public discreetly and sensitively, recognising their needs for alternative methods and styles of communication. - Willingness to work under pressure. - Time management skills necessary to prioritise effectively and maintain client safety - Excellent oral and written communication skills with the ability to plan, implement and follow projects through to completion - Experience working with diverse whanau

You will be able to	Skills • Think critically and rationally • Good analytical skills and attention to detail • Tackle complex initiatives by breaking down health barriers • Excellent I.T skills • Experience team player and considers the views of others • High level of integrity and professionalism • Ability to maintain confidentiality and discretion • Strong organisational ability to optimise and prioritise • Excellent oral and written communication skills with the ability to plan, implement and follow projects through to completion • Time management skills necessary to prioritise effectively • Active listener • Ability to self-care • Cultural Competence.
Other Duties	As this is not an exhaustive list of duties, the Kaimahi may be required to follow other lawful and reasonable requests and instructions.

PLEASE SIGN TO ACKNOWLEDGE YOUR ACCEPTANCE OF THIS JOB DESCRIPTION.

Employee Name Signature Date

Employer Name Signature Date