



*Me aro koe ki te ha o Hineahuone*  
"Pay heed to the dignity of women"

**Te Puawaitanga  
ki Ōtautahi Trust**

*Mō tātou a mō ngā uri a muri ake nei*  
"For us and for those who will come after us"

**Role Title:** Oranga Team Leader

**Reporting to:** General Manager

**Direct Reports**

Five kaimahi as follows:

- Mobile Nursing RN and Kaiwhakapuawai (3 FTE)
- Canterbury Breastfeeding Advocacy kaimahi (1 job share)
- Mama2Mama kaimahi (1PT)
- Whanau Mai (2PT)

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### **Purpose of the role**

This role leads the practice and operational management of the Oranga Team in a manner that embraces Māori values and beliefs and aligns with Te Puawaitanga's values, whakatauki, vision, mission. This role will work collaboratively with the General Manager and the leadership team to ensure effective delivery of a number of services and initiatives.

This is an exciting opportunity for an experienced registered nurse who wants to:

- work in community, making a difference for whānau wellbeing
- provide clinical leadership with registered nurses
- work with one other to design and deliver community based breastfeeding advocacy projects
- support kaimahi delivering kaupapa Maori antenatal education and breastfeeding education
- lead the Maori mobile disease state nursing service

### **Background**

The role brings together leadership and related tasks that sit across four services that Te Puawaitanga delivers:

1. **Canterbury Breastfeeding Advocacy Service (CBAS)** is funded by the Ministry of Health (MOH). The role will work 3 days per week, as a job share with one other, delivering on the CBAS Annual Plan that is agreed with the MOH; this plan is available on request to interested applicants.
2. **Leadership will be provided to kaimahi of:**
  - **Mama2Mama** which is funded by the CDHB to support wāhine to gain new skills and knowledge through the delivery of the breastfeeding peer counsellor course and facilitation of breastfeeding support groups.
  - **Whānau Mai** is a kaupapa Māori antenatal education programme delivered by midwives. It is anticipated this will be funded by CDHB with additional philanthropic support. Its initial design and delivery has been supported by Te Runanga o Ngai Tahu.
  - **Maori Disease State Management Service/Rapuora.** CDHB funds this service which includes 2 registered nurses and 1 kaiwhakapuawai who work across the health system supporting adults who have or are at risk of heart, respiratory and diabetes.

The position is for 5 days per week or 9 days per fortnight, arrangements will be further discussed with interested applicants.

The salary is dependant on qualifications, experience and ability to meet required competencies. The range is \$63,960- \$69,472

## **Key Result Areas**

### **1. Leadership**

- 1.1. Support team members to be enthusiastically engaged in their mahi and with the vision, purpose, policies and and plans of Te Puawaitanga. Maintain a high functioning and accountable team.
- 1.2. Participate in Strategic and Operational Planning and deliver on team and service annual plans.
- 1.3. Contribute to new developments, business opportunities or strategies in order to meet client whānau need.
- 1.4. Provide support, caring, supervision and mentoring to all team members
- 1.5. Participate in the leadership team of the organisation by attending team hui and undertaking tasks to facilitate senior leadership work and projects.
- 1.6. Develop an understanding of the external environment within which the services operates.
- 1.7. Support a continuous improvement kaupapa within the team and wider organisation.
- 1.8. Provide clinical leadership – provide regular clinical and case review supervision to the registered nurses in the team

### **2. Management**

- 2.1. Provide, coordinate and oversee the services of the team as per contract specifications
- 2.2. Ensure that all reporting is completed as required, accurately and on time
- 2.3. Ensure all team members work in accordance with Te Puawaitanga policies and procedures
- 2.4. Undertake annual performance reviews with direct reports
- 2.5. Ensure team meetings are held regularly and a record of each hui is made.
- 2.6. Attend regular meetings with GM to ensure team issues are raised and attended to.
- 2.7. Support the General Manager in the effective recruitment and thorough induction of kaimahi.

### **3. Canterbury Breastfeeding Advocacy Service**

Plan, deliver, monitor and report on health promotion projects and other initiatives as per the Canterbury Breastfeeding Advocacy Service's Annual Plan. The Plan has the following key areas.

#### **3.1 Breastfeeding education and information provision**

- Provide education sessions to priority clients
- Develop resources as relevant

#### **3.2 Breastfeeding support Information**

- Support the CanBreastFeed website and social media mahi.
- Attend and participate in community events and activities

#### **3.3 Facilitate and support collaboration**

- Support the stakeholders and mahi of the Canterbury Breastfeeding Network
- Canterbury Breastfeeding Annual hui, World Breastfeeding Week annual Big Latch On events.
- Support the Canterbury Peer Counsellor Network. Provide breastfeeding updates, information and knowledge to Peer Counsellors

### **3.4 Breastfeeding Friendly Canterbury**

Support the development of breastfeeding friendly workplaces and other relevant initiatives.

### **3.5 Competent and Capable Workforce**

Support TPKOT kaimahi to be breastfeeding champions

## **4. Relationships and Networks**

This is a community based role and good knowledge of the wider community and the health system is important.

4.1 Build and maintain relationships with both internal and external stakeholders including:

Team members, Te Puawaitanga kaimahi, health system personnel, community networks

4.2 Build relationships in a manner that is explicitly guided by a kaupapa Māori approach.

## **5. Professional Development**

TPKOT is committed to ongoing development of kaimahi and the services it offers.

5.1 Participate in professional learning and development activities

5.2 Participate in regular planned support and supervision with General Manager

5.3 Participate in individual position planning and review meetings.

## **6. Health and Safety**

Promote and take individual responsibility for good workplace health and safety practices

6.1 Be personally responsible for your own and others health and safety at work

6.2 Promote and participate in health and safety processes, maintain a safe workplace, and ensure all equipment is used correctly at all times

6.3 Be familiar and work with Te Puawaitanga Health and Safety policy and procedures

6.4 Establish and insist upon safe methods and safe practices at all times.

6.5 Continue to hold a full and unrestricted Drivers Licence

## **7. Information Technology**

Use of computers, smart phones and other IT equipment are required as part of the role. Experience and skills in the use of the Microsoft Office software e.g. Word, Outlook, Excel is essential. Experience with patient management database is preferred, Profile is our PMS.

## **8. Other Duties**

The key tasks/accountabilities of the role may change from time to time so that Te Puawaitanga is able to adapt to changes in the business environment.

Support the special nature of Te Puawaitanga as a kaupapa Maori organisation

Support special activities that Te Puawaitanga undertakes or participates in

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## **Preferred qualifications, experience, skills and knowledge**

### **Qualifications**

- Registered Nurse
- Leadership, Te Ao Maori qualifications
- Drivers Licence – full and unrestricted

### **Experience**

- A lived experience of Te Ao Maori
- Experience working with Māori and within a kaupapa Māori environment.
- A passion for breastfeeding
- Leading and managing service contract deliverables
- Development of health promotion initiatives

- Working in the community
- Being a leader for direct reports, including clinical leadership

### **Skills and Knowledge**

- Tikanga Māori, cultural values and beliefs
- Ti Tiriti o Waitangi
- Whānau Ora approach
- The health system
- Adherence to the principles of the relevant professional body code of ethics
- Alignment to Te Puawaitanga values and core principles

### **Key competencies**

- Influencer - a key part of this role is to contribute to an improvement in breastfeeding rates
- Leadership - a credible and inspiring leader
- Whānau focus - energy and passion for whānau development
- Relationship building - ability to build purposeful communication with a range of people
- Working from a Māori perspective promoting and understanding a Māori world view of health
- Professionalism –represent the organisation favourably and work according to policies and procedures.
- Planning and Accountability – effective planning, organising and reporting.
- Flexibility – able to adapt approach and plans to fit with changing conditions, tasks, people or responsibilities
- Communication - able to communicate clearly and effectively and relates well to a wide range of people in both oral and written format and excels at listening effectively.
- Quality Focus – Committed to achieving and maintaining quality standards which are relevant and positive for the organisation.
- Peer relationships – Can quickly find common ground with peers and is pleasant, co-operative, gets along well with colleagues and creates a sense of team spirit.
- Culturally-wise – ability to work successfully with Māori and other ethnic groups

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### **Level of authority/delegation**

As defined by Te Puawaitanga Policies and Procedures, Budgets and Delegated Financial, Operational and Staff Authorities.

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### **Signed by:**

(Name of position holder)

Date:

