



## POSITION DESCRIPTION

<b>POSITION:</b>	Kaitohu Māori   Director Māori
<b>LOCATION:</b>	Tamaki Makaurau or Te Whanganui-a-Tara
<b>REPORTS TO:</b>	Te Toihau Hauora Motuhake   Health and Disability Commissioner

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### **Ko wai tātou | Who we are**

Under the Health and Disability Commissioner Act 1994 (the Act), the Health and Disability Commissioner is required to promote and protect the rights of health and disability services consumers and facilitate the fair and efficient resolution of complaints relating to infringement of those rights.

### **Mō tēnei tūranga mahi | About this role**

The principal role of the Kaitohu Māori | Director Māori is to assist the Health and Disability Commissioner to achieve the functions of the Commissioner prescribed in the Act.

The Kaitohu Māori | Director Māori has specific responsibilities to advise and support the Commissioner, and is part of the Executive Leadership team. The HDC Executive Leadership team is committed to honouring Te Tiriti o Waitangi and to further developing systems that ensure HDC processes are accessible and meet the needs of Māori. This position will bring Māori worldviews and matauranga (Māori knowledge systems) into the development and accountability mechanisms of HDC. The Kaitohu Māori | Director Māori will contribute to the shared leadership actions that uphold, honour and action Te Tiriti o Waitangi.

In addition, the Kaitohu Māori | Director Māori will provide advice, and collegial support to the Commissioner and leadership team in the development and implementation of HDC's Te Tiriti programme, and will provide or access appropriate tikanga advice and support to HDC as required.

The Kaitohu Māori | Director Māori as a member of the HDC Executive Leadership Team contributes to the strategic management and development of HDC.

The Kaitohu Māori | Director Māori will further promote and protect consumers' rights through the delivery of presentations and education to stakeholders.

*He aha tāu e mahi ana | What you'll be doing*

### **Key Responsibilities**

#### **Leadership team role**

- Contribute to the strategic management and development of HDC and to the development of long-term organisation strategies and structure.
- Provide leadership and advice to the Commissioner and leadership team in the development and implementation of HDC's Te Tiriti o Waitangi programme.
- Contribute to the development of key HDC strategy documents such as the Statement of Intent and Annual Report.
- Deliver on the annual performance agreement with the Commissioner.

- Operate as a collegial leader within the Executive Leadership Team, fully professionally supportive of colleagues and committed to the success of the entity as a whole. Embody the principle of “One Team”.

**Te Tiriti outcomes development programme**

- Support the development of a Te Tiriti o Waitangi programme including the provision of advice to help HDC meet its Te Tiriti o Waitangi obligations and ensure HDC fulfils its functions in an equitable way for Māori.
- Alongside other Executive Leaders, will monitor and support implementation of the programme.
- Provide expert technical advice and Māori worldviews on interventions for improving Māori health outcomes and reducing Māori health and disability inequities.
- Facilitate and assist access to expert cultural advice for HDC to support complaint assessment and resolution.
- Assist HDC to build its internal capacity and capability, and its networks in relation to meeting its Te Tiriti partnership obligations, as well as in understanding, incorporating and responding to te ao Māori consumers and whanau, and the views, needs and aspirations of Māori in all their diversity.
- Manage, participate in or support other projects as required.

**Relationship development and education**

- Provide leadership and strategic direction on the development and implementation of an engagement plan to progress HDC’s partnerships and relationships with Maori. The plan will include priorities and approaches for engaging with Māori communities, Māori consumers of health and disability services and their whanau, and other key Māori stakeholders such as Māori leaders in relevant government agencies, including the Māori Health Authority, and health and disability services, particularly kaupapa Māori services.
- Build collaborative and positive relationships across the Ministry of Health, Health NZ, the Māori Health Authority and the wider sector in order for HDC to have an effective impact for Māori health and disability outcomes.
- Establish and maintain excellent relationships and networks with key stakeholder groups with particular emphasis on local and national iwi authorities, and Māori organisations.
- Undertake educational and promotional presentations on behalf of the Commissioner to promote the Act and Code of Rights.
- Develop and maintain effective relationships with all HDC staff.

**Key Relationships**

All HDC employees have a responsibility for managing relationships in some or all of the key sectors with which we work. In this role, the key relationships to be developed are as follows:

<b>Reports to:</b>	Te Toihau Hauora Motuhake   Health and Disability Commissioner
<b>Responsible for:</b>	No direct reports
<b>Internal Relationships:</b>	All staff and managers within HDC
<b>External Relationships:</b>	Consumer and provider groups, local and national iwi authorities, Māori organisations including kaupapa Māori services, Māori leaders in government agencies, the Ministry of Health, the Mental Health and Wellbeing Commission, Health

	NZ, the Māori Health Authority, the Health Quality & Safety Commission, regulatory authorities, registration bodies, HDC's expert cultural advisors, and the National Advocacy Service,
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### Skill Requirements, Experience, and Personal Attributes

- Highly developed knowledge of Te Tiriti o Waitangi and Crown obligations to Māori development and wellbeing/good health.
- Significant experience in applying effective Te Tiriti outcomes processes in government agencies and in developing partnership approaches between the Crown and Māori.
- Sound knowledge and understanding of the New Zealand health and disability sector.
- Significant experience in providing strategic leadership and technical advice in a related field.
- Ability to lead or significantly contribute to the development of HDC's internal capacity and capability in relation to Te Tiriti o Waitangi.
- Proven experience in engaging with iwi, hapu and Māori organisations.
- Competency in Te Reo Māori, comfortable with tikanga Māori.
- Strong critical analysis and writing skills, and extensive experience applying these in senior roles.
- Strong experience in influencing people, leading work and change management.
- An appropriate tertiary level professional qualification and/or significant relevant work experience.
- Effective public speaker.
- Understanding of the needs of health and disability services consumers.
- Understanding of the social and religious beliefs and values of different cultural and ethnic groups in New Zealand.
- A commitment to the public service and demonstrated understanding of political and government processes.
- Ability to work under pressure and meet deadlines.
- A team player who works well with colleagues and brings out the best in staff.

Ka mahitahi mātou o te ratonga tūmatanui kia hei painga mō ngā tāngata o Aotearoa i āiane, ā, hei ngā rā ki tua hoki. He kawenga tino whaitake tā mātou hei tautoko i te Karauna i runga i āna hononga ki a ngāi Māori i raro i te Tiriti o Waitangi. Ka tautoko mātou i te kāwanatanga manapori. Ka whakakotahingia mātou e te wairua whakarato ki ō mātou hāpori, ā, e arahina ana mātou e ngā mātāpono me ngā tikanga matua o te ratonga tūmatanui i roto i ā mātou mahi.

In the public service we work collectively to make a meaningful difference for New Zealanders now and in the future. We have an important role in supporting the Crown in its relationships with Māori under the Te Tiriti o Waitangi. We support democratic government. We are unified by a spirit of service to our communities and guided by the core principles and values of the public service in our work.

*The Health and Disability Commissioner, Te Toihau Hauora Motuhake, welcomes and supports people of all gender identities, ages, ethnicities, sexual orientations, disabilities, and religions.*

*Note: This position description, both in terms of actual responsibilities and focus, is subject to change over time at the Commissioner's discretion, as the role and the organisation develop.*