



KAIHAUTŪ ORANGA

Job Description

Ngā Kura ā Iwi o Aotearoa

“E kore au e ngaro, he kākano i ruia mai i Rangīātea”

Ngā Kura ā Iwi o Aotearoa Incorporated (NKAI) is a constituted body that represents and supports tribal schools that affiliate to our organisation voluntarily. We identify ourselves using the term ‘iwi’ to denote our descent from an eponymous ancestor.

TE TIHI O ANGITU – PINNACLE OF SUCCESS:

The focus in all our direction is on wellbeing and achieving the pinnacle of excellence for our children, grandchildren (Uri) and all stakeholders of Ngā Kura ā Iwi by utilising the greatest gifts left to us by our forebears – **Culturalcy**.

KAIHAUTŪ ORANGA PRIMARY PURPOSE:

The primary purpose of the Kaihautū Role role is to lead Ngā Kura ā Iwi’s focus on holistic wellbeing of Uri across our network of kura.

ROLES AND RESPONSIBILITIES:

The Kaihautū Oranga is a strategic leaderships position that provides a range of high level advocacy, coordination, collaboration and project leadership services to Ngā Kura ā Iwi to lead our Ngā Kura ā Iwi wide approach to support Uri wellbeing across the Ngā Kura ā Iwi movement. For Ngā Kura ā Iwi, Uri wellbeing consists of;

- Oranga Tinana: A Healthy Body
- Oranga Wairua: A Flourishing Spirit
- Oranga Hinengaro: A Settled Mind
- Oranga Whānau: Positive and Sustainable Relationships

The Kaihautu Oranga role will ensure cohesion of our NKAI wide initiatives focused on the wellbeing of NKAI Uri by;

- Being aware of the wellbeing challenges and needs of our Uri and our Kura.
- Understanding what NKAI as an organisation currently do to support Uri wellbeing.
- Understand what our kura do to support the holistic wellbeing of their Uri.

- Fully understand the wellbeing opportunities offered by government agencies and other agencies across the country to support Uri wellbeing.
- Lead the development of our NKAI Oranga Uri strategy
- Support other Oranga Uri projects that are led and delivered by other parts (Whare and Tumu) of the Ngā Kura ā Iwi organisation.
- Lead specific, targeted Oranga Uri wellbeing projects
- Identify needs, challenges or opportunities that Ngā Kura ā Iwi should address to better support the wellbeing of Uri within our network of schools
- Ensure that there is coherence, efficiencies and effectiveness across NKAI focused on the wellbeing of Uri to ensure that NKAI actively serves the holistic wellbeing of Uri.

THE KEY FOCUS AREAS FOR THE KAIHAUTŪ ORANGA:

- To Lead NKAI's approach to support and grow Oranga Uri:** Kaihautū Oranga to ensure that NKAI has a NKAI wide Oranga Uri approach where we focus on shared priorities (Kotahitanga) while also supporting the Mana Motuhake of our kura. (40% of the role)
 - Lead the development and implementation of the Ngā Kura ā Iwi wide Oranga Uri Strategy:** Work collaboratively with our Kura and NKAI Ringa Wera to further develop and lead NKAI's Oranga Uri strategy which includes collaboration with our Pou to ensure excellent coordination of our Oranga Uri focused initiatives across the NKAI network (Whare, Tumu, Kura).
 - Advocate on behalf of Ngā Kura ā Iwi:** Advocate on behalf of our organisation to ensure that the wellbeing of our Uri is served, and our kura and wider NKAI movement are supported with the necessary cultural, political, educational, social and financial, support to nurture and grow Uri wellbeing.
 - Ensure that NKAI are Informed in regards to all Student Wellbeing Developments and Opportunities:** *Kaihautū Oranga* to understand the youth wellbeing support systems, structures and opportunities across Aotearoa to ensure that Ngā Kura ā Iwi are informed, equipped and can capitalise on opportunities for our Uri and our people. This especially requires that the *Kaihautū Oranga* quickly develops a deep understanding of the student wellbeing initiatives and opportunities led by the range of government departments (especially MOE), other non-government organisations, and the wider children-youth wellbeing support systems, resources and opportunities.
 - Strategic Partnerships:** Develop strategic partnerships with other organisations and groups that have proven methods, programmes and initiatives that focus on the wellbeing, resilience and happiness of Uri. E.g. MOE, M3 Mindfulness, Explore NZ, The Kindness Institute, Sports NZ.
 - Administrative Practices:** Support the implementation and evaluation of administrative practices, systems and procedures to optimise efficiency and support the achievement of quality outcomes.
 - Delivery of NKAI Goals:** Support the CEO to deliver the goals and objectives as set out in the NKAI Strategic Plan and Annual Operational Plan.

- b. **Ensure coherence across NKAI Oranga Uri initiatives across NKAI:** Ensure that there is a coordinated, effective, supported, coordinated approach to Oranga Uri across our various Oranga Uri initiatives, especially those initiatives led by other NKAI leaders. These initiatives include (20% of the role):
1. **Kaupapa Whakarito:** NKAI strategy focused on learning support for uri, especially those that are underserved. This is led by the Kaihautu Whakarito.
 2. **Mauri Tau, Mauri Ora:** NKAI wide student engagement and behaviour approach to support uri engagement and school culture across our schools. Led by the Pou Whakaako.
 3. **Sports Initiatives:** Targeted NKAI sports initiatives are planned and delivered by Te Whare Angitu.
- c. **Lead Specific Oranga Uri Projects:** The Kaihautū Oranga will lead specific projects focused on Uri wellbeing. (40% of the role). These projects include;
1. NKAI Uri support and guidance approach to support Uri emotional and mental wellbeing and building their resilience. These initiatives include the development and leading of the NKAI wide counselling and mentoring approach to ensure that uri, including individual Uri receive the support that they need. This will also be closely connected to NKAI's Uri Whakarito (Learning Support Strategy) which is being developed.
 2. Uri Attendance Support: NKAI absence initiatives are established to support kura to ensure Uri are regularly attending school.
 3. **Support Systems to Support Uri Physical Activity in Kura:** Systems are in place to support kura, rohe and other cluster groups of NKAI schools to lead and implement their own interschool physical activity and wellbeing initiatives.
 4. **Pūtea Tautoko:** Support the Putea Tautoko system to ensure schools and groups of school can access funding to support their kura wellbeing initiatives (hinengaro, tinana, wairua, whānau).
 5. **Oranga Uri Focused Innovation:** Identify priority needs and develop a strategy to address the priority Oranga needs of uri.

KEY CHALLENGES:

Anticipating and addressing issues and providing accurate advice on complex issues and legislation, sometimes within tight timeframes, given the need to collect and comprehend information from a range of sources whilst maintaining confidentiality and exercising diplomacy.

WORKING RELATIONSHIPS:






- The Kaihautū Reo Oranga is directly accountable to the Pou Kōkiri (CEO).
- The Kaihautū Oranga will report to Ringa Raupā Executive and MOE via the CEO report and will provide expert plans, reports and advice.
- The Kaihautū Oranga will interact with NKAI key stakeholders and will provide sound and reliable advice; manage expectations, resolve and provide solutions to issues; negotiate outcomes and timeframes.

KEY RELATIONSHIPS:

Enhance key relationships – Ngā Kura ā Iwi Board of Trustees and their Iwi partnerships.

CAPABILITIES FOR THE ROLE:

The capabilities below in **bold** are the focus capabilities for this role.

NKAI Organisation Capability		
Capability Group	Capability Name	Level
 <p>Personal Attributes</p>	Display Resilience and Courage Act with Integrity Manage Self Value Diversity	Advanced Advanced Advanced Advanced
 <p>Relationships</p>	Communicate Effectively Work Collaboratively Influence and Negotiate Deliver high level and proactive service to clients	Advanced Advanced Advanced Advanced
 <p>Results</p>	Deliver results Plan and Prioritise Think and Solve Problems Demonstrate Accountability	Advanced Advanced Advanced Advanced
 <p>Business Enablers</p>	Finance Technology Procurements and Contract Management Project Management	Capable Capable Capable Advanced
 <p>People Management</p>	Manage and Develop People Inspire Direction and Purpose Optimise Business Outcomes Manage Review and Change	Capable Capable Capable Capable

FOCUS CAPABILITIES:

The focus capabilities for the role are the capabilities in which occupants must demonstrate immediate competence. The behavioural indicators provide examples of the types of behaviours that would be expected at that level and should be reviewed in conjunction with the role’s key accountabilities.

Personal Attributes Act with Integrity	Advanced	<ul style="list-style-type: none"> ▪ Represent the organisation in an honest, ethical and professional way ▪ Set an example for others to follow and identify and explain ethical issues ▪ Act to prevent and report misconduct, illegal and inappropriate behaviour
Relationships Communicate Effectively	Advanced	<ul style="list-style-type: none"> ▪ Present with credibility, engage varied audiences and test levels of understanding ▪ Strongly advocate on behalf of NKAI to ensure that the wellbeing of Uri is served well and kura are supported to do so. ▪ Are able to communicate effectively with young people. ▪ Translate technical and complex information concisely for diverse audiences ▪ Create opportunities for others to contribute to discussion and debate ▪ Actively listen and encourage others to contribute inputs ▪ Adjust style and approach to optimise outcomes ▪ Write fluently and persuasively in a range of styles and formats
Relationships Influence and Negotiate	Advanced	<ul style="list-style-type: none"> ▪ Negotiate from an informed and credible position ☑ Lead and facilitate productive discussions with staff and stakeholders ▪ Encourage others to talk, share and debate ideas to achieve a consensus ▪ Recognise and explain the need for compromise ☑ Influence others with a fair and considered approach and sound arguments ▪ Show sensitivity and understanding in resolving conflicts and differences ▪ Manage challenging relations with internal and external stakeholders ▪ Pre-empt and minimise conflict
Results Think and Solve Problems	Advanced	<ul style="list-style-type: none"> ▪ Develop and implement a clear strategy to achieve NKAI's wellbeing aspirations for students. ▪ Research and analyse information, identify interrelationships and make recommendations based on relevant evidence ▪ Anticipate, identify and address issues and potential problems and select the most effective solutions from a range of options ▪ Participate in and contribute to team/unit initiatives to resolve common issues or barriers to effectiveness ▪ Identify and share business process improvements to enhance effectiveness

Business Enablers Project Management	Advanced	<ul style="list-style-type: none"> ▪ Prepare clear project proposals and define scope and goals in measurable terms ▪ Establish performance outcomes and measures for key project goals, and define monitoring, reporting and communication requirements ▪ Prepare accurate estimates of costs and resources required for more complex projects ▪ Communicate the project strategy and its expected benefits to others ▪ Monitor the completion of project milestones against goals and initiate amendments where necessary ☑ Evaluate progress and identify improvements to inform future projects ▪ Are committed to effectively utilise NKAI’s online working platforms to support you in your day to day NKAI role.
People Management Manage and Develop People	Advanced	<ul style="list-style-type: none"> ▪ Ensure that roles and responsibilities are clearly communicated ▪ Collaborate on the establishment of clear performance standards and deadlines in line with established performance development frameworks ▪ Develop team capability and recognise and develop potential in people ▪ Be constructive and build on strengths when giving feedback ▪ Identify and act on opportunities to provide coaching and mentoring ▪ Recognise performance issues that need to be addressed and work towards resolution of issues

HEALTH AND SAFETY:

- Takes all practicable steps to ensure safety at work and that no action or inaction causes harm to anyone else.
- Reports all hazards, accidents, near misses, or unsafe conditions to Ngā Ringa Raupā Executive and Health and Safety Representative as soon as possible.
- Observe Ministry stated health and safety policies and guidelines.
- Is knowledgeable and complies with all Ministry Health and Safety policies and guidelines.

DESIRABLE

- Fluent in Te Reo Māori me ōna Tikanga.
- A tertiary qualification with a significant component in Education or other relevant disciplines is preferred.
- Has experience in supporting and mentoring education leaders.
- Understanding of education systems in New Zealand, and relevant education legislation.

- Understanding of iwi partnerships, kaupapa Māori education.
- Knowledge of, and experience in working with both qualitative and quantitative data and analysis.
- Knowledge of how school principals operate and their responsibilities to meeting Ministry of Education, Education Review Office, and Teacher Council requirements.
- Knowledge of NKAI network and how the organisation works.
- Possible iwi links already formulated with iwi linked to the NKAI organisation.
- Well established iwi links and networks across Aotearoa.