

 HAWKE'S BAY District Health Board Whakawāteatia	POSITION TITLE	Kaiawhina Child Healthy Housing Programme Wairoa		
	DIRECTORATE	Whanau & Communities	DEPARTMENT	Child Health Team
	REPORTING TO (operationally)	Child Health Team Leader in partnership with Nurse Manager Wairoa	REPORTING TO (professionally)	Child Health Team Leader in partnership with Nurse Manager Wairoa
DIRECTORATE RESPONSIBILITIES & DIRECT REPORTS	This role covers the Child Healthy Housing Programme in the Hawke's Bay District Health Board (HBDHB) Staff reporting - N/A			
PURPOSE OF THE POSITION	<ul style="list-style-type: none"> To work as part of the Child Health Team in Wairoa, providing a healthy housing assessment and intervention programme to eligible pregnant women, tamariki and their whanau To coordinate and triage referrals, develop housing intervention plans and ensure that plans are completed in partnership with whanau. To be an active member of the Child Health Team sharing knowledge and skills. To support the Wairoa's public health nursing team by providing safe and effective care and ensuring resources are used effectively. Position may include supporting public health nurses and other Wairoa teams to deliver other programmes such as school immunisation programmes, vision and hearing screening services, communicable disease management with particular emphasis on addressing the health needs of children/tamariki, and their whānau in the community. Delivery of organisational KPI's including relevant MOH target, financial budgets and service plans. To recognise and support the delivery of the Hawkes Bay Health sector vision 			
KEY DELIVERABLES	<ul style="list-style-type: none"> Comprehensive housing assessmentS are completed in partnership with the service user, the family/whānau, MDT, and other providers Collaborative housing plans are developed in partnership with service users/whānau. Collaboration and involvement with family in identifying educative requirements and planning options. An empowering partnership is established with service user/family/whānau. Demonstrates an awareness of health inequities, with evidence of implementing actions within own service provision towards reducing these for the patient/ clients/tangata whaiora, and their whānau. Demonstrates provision of culturally safe service and a confident approach to partnership, protection and participation with patients / clients/tangata whaiora and their whānau Deliver and support initiatives such as immunisation programme and other initiatives that improve access and/or health outcomes for clients, in particular for Māori, Pacific and low income families. To provide a support role under the direction of the public health nurses within the community environment. The tasks could include assisting PHNs in the management of clients. This could include immunisations, communicable disease management, throat swabbing, home visits, transport of clients and assisting with completion of referral pathways. Collaboration with PHN in delivering rheumatic fever prevention programmes e.g. bicillins Assist with maintaining safety of clients by alerting PHN of any potential risks and report any concerns regarding clients. Provide relevant information to clients and their families as necessary. <p><i>Interpersonal relationships and Whanau/ family engagement</i></p> <ul style="list-style-type: none"> Engages with whānau, parents and caregivers and provides them with relevant information and support to ensure their children receive timely and appropriate healthcare and referral to appropriate agencies Provides interpersonal and therapeutic communication with clients, their families and other health professionals <p><i>Communication/Team Work</i></p> <ul style="list-style-type: none"> Act as a link between whānau, community agencies, PHNs & CHT Social Workers, Vision & Hearing Technicians Provide feedback and report any concerns regarding clients to Public Health Nurses (PHNs) & Healthy Housing Social Workers Display a positive interactive approach. Seek professional advice and support as necessary. Maintains confidentiality relating to children and their families. Act as an advocate for children, youth and their families and refers to relevant Public Health Nurse or Child Healthy Housing Social Worker where appropriate in the interests of a child/ youth's safety. 			

	Documentation <ul style="list-style-type: none"> Completes documentation and children/families/Whanau information accurately and thoroughly as required into ECA. Relevant forms completed as appropriate, including Child Healthy Housing documentation Completes any relevant statistical information 	
HEALTH & SAFETY RESPONSIBILITIES	HBDHB is committed to maintaining and promoting the health & safety of all its staff, contractors, volunteers and patients. In this role, your duties are: <ul style="list-style-type: none"> Not to do anything that puts your own H&S at risk Not to do anything that puts others H&S at risk To follow all health and safety policies and procedures To follow all reasonable health and safety instructions (You have the right to cease work if you believe that you, or others, are at risk of serious harm).	
KEY WORKING RELATIONSHIPS	INTERNAL <ul style="list-style-type: none"> Child Healthy Housing Team Wairoa hospital team leaders Child Health Leadership team Public Health Nurses Outpatients clinic staff Other Child Health team members Wider Organisational team Healthy Populations team Relevant advisory groups/committees Allied Health Staff 	EXTERNAL <ul style="list-style-type: none"> Referred clients/children, their families / whānau and caregivers Kahungunu Executive Kāinga Ora MSD – WINZ Wairoa District Councils, Regional Council Hawke's Bay Housing Coalition NGOs Housing intervention organisations, support groups/NGO's e.g. Salvation Army, Curtain Bank, St Vincent De Pauls, PHO & Queen Street GP Practice Lead Maternity Carers (LMC)
DELEGATION AND DECISION	N/A	
HOURS OF WORK	1.0 fte (80 hours per fortnight) Fixed term until 30 June 2023	
EMPLOYMENT AGREEMENT & SALARY	In accordance with the PSA/NZDHB Allied Health, Public Health & Technical Multi Employer Collective Agreement (MECA) Step 1 to Step 5	
DATE	April 2022	
EXPENDITURE & BUDGET ACCOUNTABILITY	N/A	
SCOPE & COMPLEXITY	<p>The Kaiawhina will be under the guidance of the Child Health Team Leader. Working with Child Healthy Housing Social Workers & Public Health Nurses within Wairoa Community primary health care providers, Iwi providers, Government Agencies and social service organisations.</p> <p>The Kaiawhina applies specific knowledge and skills to work effectively with children and their whānau and provides advice and support.</p> <p>The Kaiawhina provides advocacy and support to tamariki and their whānau to access appropriate health and social services and will develop a wide knowledge of services, establishing relationships with the networks of health and social service providers involved with children and young people.</p> <p>Supervision will be provided and the Kaiawhina will participate in peer review with other Kaiawhina from the Child Health Team.</p>	

ESSENTIAL CRITERIA

Qualifications

- NCEA level 2 or equivalent
- Undergraduate certificate or diploma

Experience

- Previous experience working in the health sector or social service sector.
- Strong working relationships within the Wairoa community
- Previous experience working with children, whānau and young people

Business / Technical Skills

- Competent computer skills
- Ability to maintain effective records
- Current unendorsed drivers licence

Key Attributes

- A high degree of maturity, stability and self-confidence.
- Able to build effective and positive relationships with key personnel within and external to the service and with key stakeholders aligned to the service.
- Ability to contribute positively to the multi-disciplinary team.
- Ability to work in situations that require prioritisation.
- Self motivated, innovative, flexible and able to work autonomously or as part of a team.
- Can be relied upon to effectively manage confidential issues.
- Excellent communication skills, written and oral.
- Strong cultural awareness and understanding of diverse cultural and socio-economic groups, particularly Māori and Pacific.
- Ability to work unsupervised with excellent organisation skills.
- Awareness of the role of public health in addressing inequalities

Effectively Engaging with Māori –

- Demonstrates the ability to engage effectively with Māori staff and whānau.
- Demonstrates ability to apply the Treaty of Waitangi within the Service.
- Shows commitment to, and demonstrates the behaviours of the health sector.

Physical requirements for role: - Active role working community settings
Must have a full driver's licence

Vaccination status for role: must be fully immunised including COVID19 in accordance with current mandate

DESIRABLE CRITERIA

Experience

- Previous Kaiawhina/Community health worker experience
- Commitment to ongoing professional and personal development
- Commitment to quality .
- Awareness of health promotion and the Ottawa Charter.



Our Vision and Values

Te hauora o te Matau-ā-Māui: Healthy Hawke's Bay

Excellent health services working in partnership to improve the health and wellbeing of our people and to reduce health inequities within our community.



HE KAUANUANU RESPECT

Showing **respect** for each other, our staff, patients and consumers. This means I actively seek to understand what matters to you.

ĀKINA IMPROVEMENT

Continuous **improvement** in everything we do. This means that I actively seek to improve my service.

RARANGA TE TIRA PARTNERSHIP

Working together in **partnership** across the community. This means I will work with you and your whānau on what matters to you.

TAUWHIRO CARE

Delivering high quality **care** to patients and consumers. This means I show empathy and treat you with care, compassion and dignity.