

POSITION DESCRIPTION

Oranga Tamariki—Ministry for Children



Title:	National Director Disability
Group:	Enabling Communities
Reports to:	General Manager Voices
Location:	National Office, Wellington
Direct Reports:	Yes
Budget:	TBC

PUBLIC SERVICE PURPOSE STATEMENT

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 hapori, 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 Treaty of 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.

You can find out more about what this means at (<https://www.publicservice.govt.nz/about-us>)

OUR ORGANISATION

About us

Oranga Tamariki—Ministry for Children is a Ministry dedicated to supporting any child in New Zealand whose wellbeing is at significant risk of harm now, or in the future. We also work with young people who may have offended or are likely to offend. Our belief is that in the right environment, with the right people surrounding and nurturing them, any child can, and should flourish.

Our vision

All children are safe, loved and nurtured by whanau, hapu, and iwi, supported by thriving communities.

Our purpose

We serve those children, young people, and families who come to our attention. We focus on keeping them safe and preventing them from coming into care or custody by ensuring the children's system provides support to families.

Our three shifts

Mana Ōrite	Shift decision making and resources by enabling communities
Whakapakari Kaimahi	Enable our People
Rato Pūnaha	Lead the System

Our values



POSITION PURPOSE

The Enabling Communities business unit is responsible for engaging with partners and communities to co-design new and innovative partnership services with iwi, Māori organisations, NGOs and other partners. This business unit also ensures the voices of tamariki, rangatahi and whānau are heard. These voices influence strategy, policy, practice, and operations across the organisation, so that their needs and aspirations are met to help break the cycle of tamariki involvement in the system of state care and intervention.

The National Director Disability is a critical disability leadership role, reporting to the General Manager Voices. This role is responsible for leading out on an organisation-wide programme of work to strengthen the Ministry’s service and response to disabled tamariki, rangatahi, their whānau and caregivers, as well as providing expert disability leadership and knowledge across the organisation. With responsibilities for system wide engagement, you will help represent the Ministry on disability matters in cross agency and sector engagements. You will provide advice and recommendations on policy, strategic and operational disability matters across the Ministry, leading and fostering a joined-up and disability-competent service and supports for disabled tamariki and rangatahi.

As a leadership role within the Voices group, the National Director Disability will help ensure the perspectives of disabled people we work with, particularly disabled tamariki and rangatahi, are heard so that their needs and experiences shape policy, practices, services, and resource allocation. You will lead a team of kaimahi that is responsible for implementation of the Oranga Tamariki Disability Strategy and continued advocacy and engagement work required to ensure voices of disability lived experience are heard and acted on.

We value personal or lived experience of disability and this would be welcomed alongside the listed knowledge, experience, attributes and success factors.

KEY ACCOUNTABILITIES

Key Result area	Key Accountabilities
Strategic Leadership	<ul style="list-style-type: none"> - Understand the strategic direction of the wider Ministry and social sector, and anticipate the likely associated needs of the Government and Oranga Tamariki in relation to disability - Lead the implementation of the Disability Strategy and work programme, in alignment with the future state vision and operating model for the organisation - Ensure that the portfolio of work balances short, medium and long term needs of the organisation - Work with the General Manager Voices to develop medium and long-term strategies and plans for the Disability team that are aligned with the wider Voices Group and Enabling Communities business unit strategies - Evaluate strategic implications, dependencies, and linkages across the business unit, Oranga Tamariki, Government and other sectors to drive the overall enhancement of Oranga Tamariki service delivery for disabled tamariki, rangatahi and whānau.
Strategy and Planning	<ul style="list-style-type: none"> - Lead the development of the strategic vision and plan for the Disability team that reflects the strategic direction of Oranga Tamariki, the Oranga Tamariki Disability Strategy and feeds into the Ministry's strategic plan - Identify and communicate strategic and conceptual issues for planning and decision making - Ensure planning is based on full understanding of the services provided by the group, the needs of Government and the changing needs of the Ministry to ensure that the Disability team's strategic plan will meet future requirements - Participate in and support the processes of strategic management within the wider Ministry - Continually develop and deploy knowledge of the disability environment, sector, trends and practices to bring rich input to the Ministry's portfolio planning.
Change	<ul style="list-style-type: none"> - Lead the Disability Strategy Implementation Programme, in support of the service transformation of Oranga Tamariki: <ul style="list-style-type: none"> o gather business requirements and assess business impact, o support effective programme governance, o coordinate with other business units and the Enterprise Programme Management Office to sequence change across the agency, o lead any required cross sector agency engagement o deliver change projects from design to completion, including testing, operational readiness and transition to implementing as business as usual

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Key Result area	Key Accountabilities
Operational Management	<ul style="list-style-type: none">○ build, grow and support a high-performing programme team to deliver.○ alongside General Manager Voices monitor programme budget- Work with business group senior leadership throughout programme delivery- Co-ordinate with the Enterprise Programme Management Office of Oranga Tamariki.
Stakeholder Engagement and Relationship Management	<ul style="list-style-type: none">- Lead a culture of continuous improvement including routinely updating yourself and the team on knowledge of the disability environment and sector and an understanding of the issues affecting disabled people- Continually review the team to ensure that it is highly effective and efficiently run- Establish a comprehensive business and strategic plan for the Disability team to ensure alignment with the strategic direction of the wider Voices Group- Establish, monitor, and manage operational budgets in conjunction with the General Manager Voices- Manage the capacity and capability of the team to ensure it meets current and future business needs- Ensure that all reporting, audit, and quality assurance standards are met and maintained- Identify, manage, and mitigate risk as it applies to financial, personnel and operational aspects of the team's management- Plan work programmes and projects, ensuring all reporting requirements are met <ul style="list-style-type: none">- Build and maintain key relationships at senior levels within the Ministry to enhance understanding and cooperation to achieve desired results- Build and maintain strong relationships with cross-agency contacts and represent the Ministry in disability discussions and engagement with cross-agency stakeholders- Work cooperatively with key stakeholders internally, cross-agency and across the disability sector to build effective networks- Make available disability expertise and advice that assists senior leaders in assessing their future needs in relation to children and young people and assists them in taking advantage of opportunities that will enhance their business strategy- Ensure a highly collaborative approach in dealings across the Ministry, willing and able to have robust conversations where required- Ensure the team's work is integrated within Oranga Tamariki and inter-dependencies are identified and managed

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Key Result area	Key Accountabilities
	<ul style="list-style-type: none">- Work closely with the business to ensure operational policies and guidance are implemented effectively and achieve the outcomes sought- Ensure the team works well with other parts of Oranga Tamariki to engage stakeholders effectively, including children and young people
Risk Management	<ul style="list-style-type: none">- Identify any organisational risks and take action to minimise their impact- Effectively manage risks and escalate risks and propose appropriate mitigation where necessary
Leadership and Management	<ul style="list-style-type: none">- Practice leadership behaviours that reflect Oranga Tamariki's cultural aspiration- Lead people and engage with others in ways that help us navigate the future.- Identify, coach, and develop high performing people and teams.- Deliver results by making things happen with and through others.- Lead in a public service context, contributing to a better New Zealand.- Actively manage conduct and performance matters effectively and in a timely manner.- Demonstrate leadership characteristics such as honesty, courage, curiosity, resilience, self-awareness, and agility.- Understand and implement your manager Health, Safety and Security accountabilities.- Ensure health, safety and security policies and procedures are understood, followed, and implemented by all employees.- Lead in a manner that promotes and encourages a culture of teamwork, innovation and excellence in customer service.- Promote and role model the values and goals for Oranga Tamariki including good employer principles and practices and expected high standards of integrity, ethics, and behaviour in all operations of Oranga Tamariki.
Cultural Competence	<ul style="list-style-type: none">- Have a strong understanding of, and commitment to te Tiriti o Waitangi, and kaupapa Māori approaches of practice.- Champion the Oranga Tamariki Māori cultural framework and ensure that the framework is applied throughout this mahi.- Champion and encourage the five objectives of mana tamaiti, whakapapa and whanaungatanga.- Knowledge and understanding of tikanga Māori and te reo Māori.
Being part of the Oranga Tamariki team	<ul style="list-style-type: none">- Actively and positively participate as a member of the team.- Proactively look for opportunities to improve the operations of Oranga Tamariki.

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Key Result area	Key Accountabilities
	<ul style="list-style-type: none">- Perform any other duties as needed by Oranga Tamariki.- Comply with and support all health and safety policies, guidelines, and initiatives.- Ensure all incidents, injuries and near misses are reported into our H&S reporting tool.- Comply with all legislative and regulatory requirements and report any breaches as soon as they become known.- Adhere to all Oranga Tamariki procedures, policies, guidelines, and standards of integrity and conduct.- Demonstrate a commitment to and respect for the Treaty of Waitangi and incorporate these into your work.

KEY RELATIONSHIPS

Internal	<ul style="list-style-type: none">- DCE Enabling Communities- Enabling Communities Senior Management Team- Disability Team within the Voices group- Disability Strategy Implementation Programme Team- The wider Voices Group- Key managers and staff across the organisation- Health and Clinical Services Group
External	<ul style="list-style-type: none">- Oranga Tamariki Disability Advisory Group- Oranga Tamariki Ministerial Advisory Board- Whaikaha – Ministry of Disabled People- Disability Support Services (Ministry of Social Development)- Disability sector, including disabled people, disability NGOs and disability service providers- Iwi and Māori organisations and service provider partners- Managers and staff of other national and local government agencies and crown entities engaged in supporting disabled children, young people and their families

QUALIFICATIONS & EXPERIENCE

Qualifications	<ul style="list-style-type: none"> - A relevant tertiary qualification (and/or equivalent experience)
Other requirements	<ul style="list-style-type: none"> - Willingness to travel within New Zealand to fulfil the requirements of the role.
Experience	<ul style="list-style-type: none"> - Personal or lived experience of disability highly desirable - Proven senior leadership experience in disability work, recognised as an expert in your field - Experienced in influencing decision makers in disability related matters - Proven strong connections and a high level of credibility within the disability community - Experience in leading complex organisational change programmes and strategy implementation - Demonstrated people management experience in leading high performing teams - Knowledge and/or experience of contemporary issues in social services delivery - Experience working in the public sector is critical, experience in the social/community sector would be beneficial - Familiar with the machinery of government - Effective relationship management skills - able to manage relationships at all levels, highly effective in establishing, building and maintaining relationships with individuals, groups or agencies external to the organisation. Strong partnership builder. - Knowledge of the care and protection and/or youth justice systems desirable

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Skills

- An understanding of social work or community-driven practice and delivery
 - Ability to lead in highly ambiguous and political environments, instilling confidence in others while ensuring a collective focus on strategic outcomes
 - Deep understanding of the social and rights-based models of disability
 - Demonstrated commitment to Te Tiriti o Waitangi and working in partnership with Māori
 - Exemplary engagement skills that demonstrate genuine Manaakitanga (humility) and the ability to know when to lead or advise, and when to step back and listen carefully.
 - An understanding of the public sector environment and the role, duties, and expectations of public servants
 - Ability to lead strategically - motivates others to achieve desired outcomes
 - Exercises sound judgement and political sensitivity
 - Flexible, adaptable and pragmatic
 - Effective persuasion and influencing skills - able to communicate the intended viewpoints to an audience, able to convince others to accept viewpoint
 - Welcomes and values diversity, and contributes to an inclusive working environment where differences are acknowledged and respected
 - Excellent verbal, written and interpersonal communication skills
 - Ability to communicate complex ideas to a variety of audiences and build and maintain rapport with others
 - Understanding and appreciation of cross-cultural issues and concerns, in particular, knowledge of tikanga Māori, and Pacific peoples' culture
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