

# POSITION DESCRIPTION

Oranga Tamariki—Ministry for Children



Title:	Senior Advisor Practice Enablers
Group:	Quality Practice and Experiences
Reports to:	Manager Practice Enablers
Location:	As specified
Direct Reports:	No
Budget:	No

## 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

Our vision is: New Zealand values the wellbeing of tamariki above all else.

### Our purpose

Our purpose is: To ensure that all tamariki are in loving whānau and communities where oranga tamariki can be realised.

### Our core outcomes

Our core outcomes are:

- All children and young people are in loving families and communities where they can be safe, strong, connected, and able to flourish
- Improved outcomes for all children, especially tamariki and rangatahi Māori.

The Oranga Tamariki way



## POSITION PURPOSE

The role and function of Quality Practice and Experiences is to support and enhance the quality of professional practice in Oranga Tamariki, through the provision of practice-related advice and quality assurance and review processes, data and analysis. The Group is also accountable for design and enhancement of practice frameworks, models and tools, and contributing to the design of major new areas of practice.

The purpose of the Senior Advisor Practice Enablers is to contribute to the provision of specialist practice expertise to the Frontline Technology Systems upgrade. The incumbent will have one or more specialist portfolios and will contribute to the design and development of frontline technology that supports best practice and positive outcomes for tamariki, rangatahi and whānau.

## KEY ACCOUNTABILITIES

Key Result area	Key Accountabilities
Enhancing the quality of practice	<ul style="list-style-type: none"> <li>- Provide high quality practice advice related to specialist portfolio</li> <li>- Provide high quality analysis and reports</li> <li>- Assist the Manager Practice Enablers to analyse and respond to regional and local design needs and issues related to technology development</li> <li>- Collaborate with the programme team and provide specialist practice analysis and advice on data and issues emerging from quality assurance activities</li> <li>- Work effectively with all parts of the organisation to ensure quality practice is integrated into projects and initiatives</li> <li>- Assist in the development of systems, tools, frameworks, standards and guidance</li> </ul>

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<b>Key Result area</b>	<b>Key Accountabilities</b>
	<ul style="list-style-type: none"><li>- Contribute to the writing of timely, accurate and complete reports</li><li>- Further develop and maintain the expertise and knowledge to support the provision of advice, particularly in specialist portfolio areas</li></ul>
<b>Relationship management</b>	<ul style="list-style-type: none"><li>- Foster and maintain strong relationships with operational delivery leaders in order to enhance the quality of practice through the design and development of technology systems</li><li>- Develop, build and maintain effective working relationships with key stakeholders and Oranga Tamariki staff</li><li>- Facilitate and support the introduction of new technology initiatives</li><li>- Work across technology teams both internally and externally</li></ul>
<b>Mentoring and leadership</b>	<ul style="list-style-type: none"><li>- Mentor, support and assist other members of the Quality Practice and Experiences Group and the wider organisation in aspects of excellence, especially in specific portfolio areas</li><li>- Champion an organisational culture where listening and understanding the voice of the tamariki is paramount in understanding their needs and advocating for the appropriate supports and services</li><li>- Take a lead role in raising the profile of technology across the organisation</li><li>- Model desired organisational culture and values through own behaviour</li></ul>
<b>Cultural competence</b>	<ul style="list-style-type: none"><li>- Ensure practice design and advice reflects our Māori cultural framework and where necessary seek guidance and feedback about this</li><li>- Demonstrate understanding of, and commitment to, our Māori cultural framework</li></ul>
<b>Risk management</b>	<ul style="list-style-type: none"><li>- Identify any people related and/or organisational risks and take action to minimise their impact</li><li>- Effectively identify and escalate risks and propose appropriate mitigation where necessary</li></ul>
<b>Being part of the Oranga Tamariki team</b>	<ul style="list-style-type: none"><li>- Actively and positively participate as a member of the team</li><li>- Proactively look for opportunities to improve the operations of Oranga Tamariki</li><li>- Perform any other duties as needed by Oranga Tamariki</li><li>- Comply with and support all health and safety policies, guidelines and initiatives</li><li>- Ensure all incidents, injuries and near misses are reported into our H&amp;S reporting tool</li></ul>

Key Result area	Key Accountabilities
	<ul style="list-style-type: none"> <li>- Comply with all legislative and regulatory requirements, and report any breaches as soon as they become known</li> <li>- Adhere to all Oranga Tamariki procedures, policies, guidelines, and standards of integrity and conduct</li> <li>- Demonstrate a commitment to and respect for the Treaty of Waitangi and incorporate these into your work.</li> </ul>

## KEY RELATIONSHIPS

<b>Internal</b>	<ul style="list-style-type: none"> <li>- Managers and staff in the Quality Practice and Experiences Group</li> <li>- Programme team</li> <li>- Operational delivery leaders and managers including Regional, Residence, Care, Youth Justice and Site Managers</li> <li>- Children in Care Unit</li> <li>- Tamariki Advocate/Voices of Children</li> <li>- Oranga Tamariki staff</li> </ul>
<b>External</b>	<ul style="list-style-type: none"> <li>- Key Government agencies including the Ministry of Social Development, NZ Police, Ministry of Education and Ministry of Health</li> <li>- Key non-government organisations</li> <li>- Developers and external partners.</li> </ul>

## QUALIFICATIONS & EXPERIENCE

<b>Qualifications</b>	<ul style="list-style-type: none"> <li>- A tertiary qualification or equivalent relevant experience is essential. The qualification may come from a number of different fields of study, including social work or other human sciences</li> <li>- A clean, current full driver's licence is preferable and a willingness to drive Oranga Tamariki vehicles</li> </ul>
<b>Other requirements</b>	<ul style="list-style-type: none"> <li>- Willingness to travel within New Zealand to fulfil the requirements of the role</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>- Current and direct practice or relevant operational delivery experience in a Service Delivery role</li> <li>- Experience in report writing</li> <li>- Actively applies knowledge of te reo Māori, tikanga and builds knowledge of te Ao Māori</li> <li>- Knowledge of business processes and the dynamics of the delivery activities of the business lines of Oranga Tamariki</li> <li>- Knowledge and/or experience of contemporary issues in social services delivery</li> </ul>

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- Understanding of large organisation dynamics including geographically distributed staff
  - Experience in a public sector organisation in a role requiring consultation, communication and relationship management skills
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### **Skills**

- Strong child centred perspective and an enduring focus on improving outcomes for New Zealand's most vulnerable children
  - Work independently and effectively self-manage
  - Employs deep analytical and critical thinking skills and uses breakthrough methods to find innovative solutions to significant and challenging problems
  - Effective organisation, planning and time management skills
  - Sound risk assessment skills
  - Excellent relationship management skills – able to establish, build and maintain effective working relationships at all levels of Oranga Tamariki, as well as with key stakeholders
  - Ability to influence, negotiate and persuade across group and service boundaries to achieve desired outcomes
  - Advanced written and oral communication skills and ability to communicate complex concepts to a range of stakeholders
  - Commitment to culturally responsive services and practices for Māori, Pacific people and other cultures
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