



Principal Advisor, Mokopuna Ora

POSITION DESCRIPTION

VISION

Mokopuna thriving in safe, nurturing whaanau environments, empowered by their whakapapa.

MISSION

To establish a Waikato-led, mokopuna-focused care and protection model that is whaanau-informed, haponi supported, and grounded in mana motuhake, enabling all mokopuna to thrive.

WHO ARE WE?

Te Whakakitenga o Waikato Incorporated Society is the tribal parliament representing Waikato-Tainui statutory rights and interests. They ensure the benefit of the settlement grows for the future generations. Whakatupuranga 2050 is the long-term strategic plan of Waikato-Tainui setting the outcomes framework that Mokopuna Ora seeks to advance. Te Arataura is the executive committee of Te Whakakitenga overseeing the day-to-day activities of the tribe.

After signing a high-level Memorandum of Understanding in 2013, Waikato-Tainui and Oranga Tamariki (formerly CYFS) entered a strategic partnership in 2015. This collaboration was guided by the Tribe's belief that working together would achieve better results for mokopuna and whaanau, particularly in addressing the overrepresentation of iwi Maaori mokopuna in care.

Mokopuna Ora is a kaupapa Maaori strengths-based and whaanau-led model of care. We work to ensure whaanau and hapuu can be actively involved in decision-making on how their mokopuna can remain safely in their care. While reducing the number of Waikato iwi mokopuna entering and remaining in the care and protection system. In situations where mokopuna are unable to be cared for by their whaanau, hapuu, or iwi, we support their connection to their whakapapa and cultural identity.

Mokopuna Ora front line kaimahi are domiciled in Oranga Tamariki offices where there are the highest number of Waikato iwi mokopuna involved with Oranga Tamariki. Mokopuna Ora front line work extends to include any whaanau Maaori who are based in these geographical areas; triaging those most at risk.

Mokopuna Ora also has a wider strategic focus on systemic change and indigenising Aotearoa's Care and Protection system. The work of our frontline operations provides real-time experience and whaanau voice that is influential to our strategy and design.

Mokopuna Ora is at a watershed moment, Oranga Tamariki is seeking to devolve its statutory functions to the community. In response we are entering a period of discovery, feasibility and design where we will focus on developing our own indigenous care and protection model.

WHO ARE YOUR TEAM? TOU ROOPU

Role	Principal Advisor
Geographical Base	Waikato-Tainui/Mokopuna Ora offices
Reporting To	Programme Director – Mokopuna Ora
Direct Reports	2
Nature and Term	Permanent, Full-time: 37.5 hours per week
Internal Relationships	<ul style="list-style-type: none">• Mokopuna Ora Team and all kaimahi across Mokopuna Ora and Waikato-Tainui• Leadership Team – Waikato-Tainui• Whaanau groups and mokopuna• Waikato-Tainui marae and tribal members• Advisory Committees• Central and Local Government agencies• Te Arataura representatives• Te Whakakitenga representatives
External relationships	<ul style="list-style-type: none">• Professional advisors, specialists and contractors• Iwi Maaori / Maaori stakeholders• Maaori, Non-Governmental and Governmental social service providers and agencies• Key partners and stakeholders

VALUES IN ACTION – NGAA TIKANGA

Waikato-Tainui have a clear set of values which reflect and embrace tribal values. In action within a workplace setting, we expect our kaimahi to embody them as follows:

Values	Reflected in the following behaviours:
Aroha (Love/Respect)	Develops strong ties and respect across Waikato by showing high levels of integrity and upholding the mana of our history. Puts others at ease, understanding their needs and communicating ideas in an effective manner to continually 'do the right thing'
Whakaiti (Humility)	Respects the views of others, including the wider iwi through asking for, listening to and considering the views of those they interact with so that we learn from our past to better shape our future. Prioritises the kaupapa by not putting themselves or their opinions ahead of others
Kotahitanga (Unity)	Recognises and respects our diversity and the strength this creates by demonstrating awareness and sensitivities of others. Is part of the solution by creating the right environment that helps us to act in unified fashion
Whakapono (Trust/Faith)	Strong Kiingitanga affiliation demonstrated by their knowledge/ skills positively, treating colleagues, clients and the public with courtesy, sensitivity and integrity to build trust
Manaakitanga (Caring)	Supports others through constructive, positive behaviours and productive and positive two-way communications so that we help each other to succeed and as a result enhance the achievements of the tribe
Mahitahi (Collaboration)	Demonstrates a willingness to work together and empower others to collaborate while being open to new ideas and perspectives. Helps to create a change resilient, outcomes focused, culture of excellence
Rangimarie (Peace/Calm)	Comfortable with ourselves while also being open to feedback, guidance and support from others. Projects a calm, open-minded and reasoned manner when dealing with the demands put on us and the challenge this may create



PRIMARY FOCUS OF THIS ROLE – TE AROTahi MAATUA

A trusted leader and guide, the Principal Advisor leads the development of an agile Mokopuna Ora business strategy and outcomes framework that aligns to Te Whakatupuranga 2050, realising our vision where all mokopuna are thriving in safe, nurturing, whaanau environments, empowered by their whakapapa.

The core purpose of this role is to provide executive level thought leadership and advice, using critical analytical thinking to help the Mokopuna Ora Senior Leadership Team (SLT) make decisions in a collaborative, logical and fact-driven way.

To achieve our mission to establish and grow a Waikato-led, mokopuna-focused care and protection model that is whaanau-informed, community supported, and grounded in mana motuhake, the Principal Advisor will lead the development of a strategic work planning process and develop, and enhance an outcomes reporting framework for Mokopuna Ora.

As part of the Mokopuna Ora SLT, you will provide line management, guidance, and performance oversight for the Senior Policy Analyst and Senior Business Analyst. You will work closely with the Director of Mokopuna Ora to ensure continuity of the programme of work in their absence.

KEY ACCOUNTABILITIES – NGAA MAHI MAATUA

Leading Self – Results Orientation	<p>Strategic System Design & Development</p> <ul style="list-style-type: none">• A strategic outlook with the intellectual capability to analyse large, complex issues and readily grasp and synthesise ideas, analysis, advice and produce meaningful outputs• Act as a strategic connector between Mokopuna Ora, Waikato-Tainui, and Oranga Tamariki• Contribute to/provide informed input into the design, development and implementation of an iwi-led care and protection system through thorough investigation, analysis and recommendations <p>Strategic Analysis, Insights & Decision Support</p> <ul style="list-style-type: none">• Synthesise analysts’ recommendations to evaluate process improvement information including policies and procedures, identify inefficiencies and determine future state options that meet Waikato-Tainui Mokopuna Ora business case requirements• Synthesise high-level information to enable informed decision making
---	--



- Work closely with the Operations Managers, Principal Practice Lead, and the Transformation Readiness and Implementation Manager to analyse options and determine the most effective pathway forward
- Sound judgement, integrity and discretion, particularly around strategic risk management
- Maintain knowledge and currency in the care and protection sector
- Support programme reporting by ensuring accurate information and data are collated and clearly communicated

Strategic Work Planning & Delivery Alignment

- Support the establishment and maintenance of strategic workplan deliverables
- The ability to understand and navigate complex systems and processes, that enable quick identification of roadblocks that need to be addressed to accomplish objectives
- Has the authority to commission reviews, audits or interventions.

Stakeholder Influence, Engagement & Relationship Leadership

- Build and maintain trusted relationships with a wide range of internal and external stakeholders
- Lead high-level engagement approaches that uplift iwi aspirations and ensure whaanau-centred solutions
- Proactively manage issues at the appropriate level, ensuring timely communication and escalation when required
- Support Operational Leadership and planning to ensure delivery of the Mokopuna Ora business plan deliverables
- Support organisation-wide governance, planning and internal coordination, helping to identify interdependencies and performance against Whakatapuranga 2050
- Contribute to the development of internal governance and reporting frameworks to support effective accountability

Communication Integrity & Professional Standards

- Communicate with clarity to influence decisions, inspire confidence, and gain support
- Excellent oral and written communication skills adapting your approach to foster collaboration and trust across a variety of audiences
- Ensure personal information is kept confidential and confidence is maintained to protect Waikato-Tainui, in accordance with the Principles of the Privacy Act 2020

Other Responsibilities



	<ul style="list-style-type: none"> Any other duties required by the director
Growing Others	<ul style="list-style-type: none"> Foster a culture where kaimahi and teams practice with a growth-mindset, manaakitanga (care and support), and deep emotional intelligence, celebrating success, while feeling equipped to keep navigating forward through setbacks Encourage and provide safe spaces for ideas, robust debate and feedback to be shared and heard to enable diversity and appreciation of different perspectives in pursuit of better outcomes for mokopuna and whaanau Remain focused on the requirements of your role, working with the Mokopuna Ora Director to ensure you are meeting performance expectations while also taking an agile approach to your work by being prepared to evolve what you do to meet the changing needs (whether internal or external) Work with People and Culture to recruit and onboard kaimahi to contribute to a high performing team Grow and maintain the confidence of direct reports and wider Mokopuna Ora team Create individual development plans with kaimahi that identify their growth aspirations and tailor ongoing learning experiences which equip them to achieve their goals alongside those of Mokopuna Ora
Health & Safety	<ul style="list-style-type: none"> Undertake all work in a safe manner and follow all company and workplace health and safety procedures Identify new hazards and advise manager or workplace Health and Safety representative/coordinator within 24 hours of identification Accurately report incidents and accidents to manager or workplace Health and Safety representative/coordinator as soon as possible Ensure a sound understanding of, demonstrate commitment to and comply with all Mokopuna Ora policies relevant to the role

EXPERIENCE & CAPABILITIES – NGAA WHEAKO ME NGAA PUUKENGA

Required:

- Strong understanding of the care and protection sector



- Previous experience in a similar role (preferably 8 – 10 years)
- Demonstrable experience of critical analysis
- Exceptional analytical and conceptual thinking skills
- Proven experience in roles where collaboration is required to influence key stakeholders
- Has credible and valued professional relationships internally and externally to support the advancement of the strategy
- Develop and maintain an understanding of the current and future stakeholder needs and priorities, contributing to Waikato-Tainui Mokopuna Ora's strategy
- Robust ability to compile and compose reports, presentations, correspondence, agreements, and other professional documents that can be presented to a variety of audiences
- Sound computer skills to support report writing and presentations
- Exceptional understanding of risk management
- Significant experience in supporting projects and initiatives within a Te Ao Maaori context
- Demonstrated conflict management and problem-solving skills
- Comfortable working with ambiguity and phased delivery
- Sound knowledge of Waikato-Iwi history and Te Whakakitenga o Waikato governance structures or willingness to grow this knowledge

Desired:

- Working knowledge of Crown sector processes
- Proficiency or developing proficiency in te reo Maaori
- Experience advocating for iwi perspectives and Kaupapa Maaori approaches within complex statutory, governance and system environments

QUALIFICATIONS – NGAA TOHU MAATAURANGA



Required:

- Training and/or qualifications relevant to the role
- A full (unrestricted) and valid NZ drivers' licence
- Maintain a clear Ministry of Justice record

Disclaimer

I have read and understood the above position description and accept all the above responsibilities incorporated herein.

General Manager - Oranga

Principal Advisor, Mokopuna Ora

Date

This position description serves to provide an overview of the primary responsibilities inherent in this role. It also provides a summary of how this position collaborates with other roles within the Mokopuna Ora Team. It is acknowledged that in order to remain current, regular amendments will be required. This is to be co-ordinated in association with the relevant Managers.

This document will be supported by the development of a performance agreement which will be drafted by the incumbent in association with their Manager to provide clear goals and objectives, against which individual performance will be managed.

