

POSITION DESCRIPTION

POSITION TITLE	Peer Support Specialist / Tautoko-a-aropā	SERVICE/TEAM	Te Ngahere / ITP
REPORTS TO	Clinical Manager		

ORGANISATION'S VISION AND PURPOSE

Tō Tātou Matakitenga *Poutia, Heretia, tuia te muka tāngata ki te pou tokomanawa ka tū mana motuhake; Ka noho herekore I ngā waranga me ngā wero nui o te ao*

OUR VISION People, whanau and communities are connected and supported to live the lives they want; free from drug, alcohol and other addiction challenges

Tō Tātou Aronga *E hāngaia e mātou he whare tūmanako me ngā wāhi haumarū, ka āhei I a tangata ki te muka tāngata ki a ia anō, ko te mea kē ka puta te ira tāngata ki te wheiao ki te ao mārama*

OUR PURPOSE We create hopeful and safe spaces for change with opportunities to reflect; learn and connect so that people can move towards a brighter future

POSITION PURPOSE

Provides Peer Support for Tāngata Whai ora to reveal their intrinsic mana by re-generating through natural cycles found in pepeha, marae and whanau. Provide a recovery service, as part of a team located within the correctional facility supporting Tangata whai ora to maintain their recovery through sharing their experience, hope and recovery.

KEY AREAS OF RESPONSIBILITY

Responsibility	Performance measures
Establishes and maintains intentional relationships with clients/tangata whaiora to maintain their recovery through sharing their experience, hope and recovery. Peer support services are provided to whai ora as a part of one to one and group support situations.	Culturally appropriate peer support relationships are created, and Tangata whai ora, whānau and other relevant stakeholders' express satisfaction with peer support provided in both one to one and group environments.
Implement and follow peer support plans, including modes of support, relapse prevention and wellness planning.	Peer support plans are implemented and followed accurately including modes of support, relapse prevention and wellness planning to help Tangata whai ora in their recovery. Tangata whai ora, whānau and other relevant stakeholders' express satisfaction with implementation and delivery of plans
Actively supports the running of the programme, including tasks within own scope of practice as directed by the Clinical Manager	Contributions support the achievement of programme goals
Ensure an integrated approach to peer care through networking and relationships with colleagues and external agencies	Shares and uses information, knowledge and expertise in conjunction with colleagues and external agencies as appropriate

KEY AREAS OF RESPONSIBILITY

Responsibility	Performance measures
<p>Updating of treatment documentation as required and inputting of clients/whai ora clinical case notes into the Odyssey client database (HCC)</p> <p>Health and Safety</p> <ul style="list-style-type: none"> Identify and act on any potential risks to self or others, including client/whai ora, whānau and other employees. Be familiar with and abide by the organisation's health and safety policies and reporting procedures, ensuring others do the same as required Follow safe work practices, which includes the effective use of safety equipment, identification of workplace hazards and taking action to reduce or eliminate these. <p>Treaty of Waitangi</p> <ul style="list-style-type: none"> Demonstrate knowledge and understanding of the Treaty of Waitangi and its application in this role <p>Professional Development</p> <ul style="list-style-type: none"> Be proactive in own professional development and attend relevant organisational training as required <p>General</p> <ul style="list-style-type: none"> Attend and contribute actively to team meetings Carry out any other duties that may be delegated by the line manager, which are in keeping with the scope of the role. 	<p>Treatment documentation and client database information is accurate, timely and meets all procedural requirements and privacy act/confidentiality requirements</p> <p>Risks (including Health and Safety, compliance and maintenance) are identified and reported; Plans are put in place to resolve and/or mitigate potential problems as required; Issues are escalated to relevant manager as required</p> <p>Demonstrates understanding and compliance with organisational and legislative health and safety requirements and is proactive in ensuring employees are compliant</p> <p>Follows correct protocols when using safety equipment ;</p> <p>Workplace hazards are identified and plans are put in place to reduce/eliminate these or the matter is escalated to the relevant authority</p> <p>Actions show knowledge and ability to apply the principles of the Treaty in the delivery of role</p> <p>Has an individual development plan which is implemented</p> <p>Attends organisational training required for role</p> <p>Regularly attendance at team meetings and makes useful contributions</p> <p>Other work is undertaken and completed. Commitment and flexibility is demonstrated.</p>

KEY RELATIONSHIPS

<p>Internal</p> <ul style="list-style-type: none"> • Te Ngahere Clinical Manager & ITP team • Cultural Advisor • Clinical Director • Other Odyssey employees 	<p>External</p> <ul style="list-style-type: none"> • Whai ora and their whanau • Corrections staff • External organisations
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PERSON SPECIFICATION

<p>Qualifications, knowledge and experience</p>	<ul style="list-style-type: none"> • Lived experience as an alcohol or drug user and/or of mental health distress • Demonstrated awareness /self-reflections of recovery journey and strategies for maintaining resilience and wellness • Knowledge or awareness of AOD treatment and recovery principles • Knowledge of peer community resources and support networks • Ideally has completed Peer Support training or is willing to undertake this training within 12 months of commencement • Knowledge of Māori and Pacific Peoples cultural norms, practices and traditions • Some knowledge in using email and other basic computer applications • Demonstrated understanding of and interest in Odyssey's work • Ideally experience of working in Mental Health, Alcohol and/or other Drug addictions services is desirable • Knowledge or experience of the criminal justice system would be useful
<p>Skills and Abilities</p>	<ul style="list-style-type: none"> • Applied knowledge of Māori and Pacific Peoples cultural norms, practices and traditions • Supportive of traditional Māori models of treatment and healing such as Te Whare Tapa Whā, Te Wheke, Pōwhiri and tikanga Māori • Ideally basic communication skills in Te Reo Māori • Holds networks with Māori communities • Strong interpersonal skills • Ability to establish and maintain effective relationships with a range of stakeholders • Ability to work under pressure, complete work on time and to a high standard • Ability to prioritise and work with limited supervision • Demonstrated cultural sensitivity and rainbow diversity awareness • Willingness to consider other viewpoints/ sources of information and adjust decisions as appropriate • Positive attitude and self-motivated • Ability to take initiative and adapt to changing circumstances • Ability to show discretion and tact • High regard for confidentiality and security, including client information • Ability to deal with conflict and defuse challenging situations • Fluency in English and strong communication skills • Good IT/word-processing skills • Ability to acknowledge own limitations and be proactive on own self-development

ODYSSEY'S PILLARS - guiding principles for employees and clients

Trust <i>Tika</i>	Reliable and shows great integrity
Honesty <i>Pono</i>	Transparency and openness underpins all actions
Responsibility <i>Kaitiaki</i>	Achieves and surpasses goals
Concern <i>Manaaki</i>	Empathic and interested in the wellbeing of others
Love <i>Aroha</i>	Genuinely collaborative, supportive and able to work as part of a close-knit team, including with clients/whai ora and whānau

'LET'S GET REAL' SKILLS		
Skill	Description	Competency level - Essential
Working with people experiencing mental health and addictions	Is supportive of employees and clients/whai ora with mental health and addiction needs, focusing on their strengths	<ul style="list-style-type: none"> • Greets and welcomes people accessing services and their whānau appropriately, providing age and/or culturally appropriate, relevant & specific information • Works in partnership with people accessing services and is mindful of the impact of power differentials • Demonstrates understanding and respect of diversity and cultural awareness through appropriate use of language and culturally specific resources, particularly for Māori whai ora and whānau <p>Recognises people accessing services may be fearful or apprehensive and works to establish a safe and trusting connection and a comfortable physical environment</p>
Working with Māori	Contributes to oranga and whānau ora for Maori employees and Māori clients/ whai ora with mental health and addiction needs	<ul style="list-style-type: none"> • Greets Māori people using te reo Māori greetings • Respects and uses te reo Māori correctly & when appropriate • Respects Māori tikanga and spiritual practices, the importance of identity and the concepts of whakawhanaunga, manaaki, tino rangatiratanga and mana motuhake • Asks whai ora and whānau what they need and provides information in English and Māori • Understands the importance of whakapapa and different roles within whānau • Supports Māori whai ora to identify and involve people who are important to them
Working with whānau	Encourages and supports the wellbeing of whānau and ensures they have access to information, education and support including children	<ul style="list-style-type: none"> • Demonstrates understanding that in many cultures, a person's identity is embedded and connected to whānau rather than their individual selves • Welcomes, establishes positive rapport and shares relevant information with whānau • Sensitively asks about support needs related to being a parent as appropriate to role

<p>Working within Communities</p>	<p>Recognises that people and whānau who experience mental health and addictions needs, are part of communities</p>	<ul style="list-style-type: none"> • Understands ‘community’ in the broadest sense and that the concept of community is dynamic and evolving • Recognises that Māori whai ora may be supported within and contribute to wider social networks e.g. hapu, iwi • Demonstrates understanding of the importance of social inclusion and community connections, has knowledge of the communities people accessing services identify with, and supports them to connect with and participate in communities of their choice • Has a basic understanding of mental health promotion, addiction harm reduction, suicide prevention and postvention principles
<p>Challenging discrimination</p>	<p>Challenges discrimination, & provides/ promotes a valued place for employees and clients/whai ora with mental health & addiction needs</p>	<ul style="list-style-type: none"> • Demonstrates understanding of the prevalence, impact and challenges of discrimination on people who have mental health or addiction needs, whanau services and communities • Works to develop awareness and challenges own beliefs that may lead to discriminatory behaviour
<p>Applying law, policy and standards</p>	<p>Implements legislation, regulations, standards, codes and policies relevant to their role</p>	<ul style="list-style-type: none"> • Respects the relationship between government and tāngata whenua and upholds the principles of the Te Tiriti o Waitangi • Understand and adheres to legislation, regulations, standards, codes and policies appropriate to the role • Upholds the principles set out in the UN Convention of the Rights of the Person, including the right to autonomy, self-determination, to be free from coercion and to be treated in a non-discriminatory way • Provides information to people about their rights and in a way that supports them to understand • Ensures people know about relevant feedback and complaints processes • Maintains and stores records in accordance with legal and professional standards
<p>Maintaining professional & personal development</p>	<p>Participates in life-long learning, & personal and professional development, reflecting on & seeking ways to improve self/ team/service</p>	<ul style="list-style-type: none"> • Reflects on own work and practices to identify strengths and areas for further development • Seeks and takes learning opportunities to achieve professional development goals • Looks after own wellbeing and contributes to a safe and healthy workplace • Communicates effectively with a diverse range of people • Engages with colleagues to give and receive constructive feedback • Works effectively in a team and understand team roles, different working styles and skill levels to contribute to the success of the team

