



TE RŪNANGA O TOA RANGATIRA

Job Description	
Role Title	Health Improvement Practitioner
Organisation	Te Rūnanga o Toa Rangatira
Business Unit/Team	Mental Health
Location	Wellington and Porirua Area
Reporting to	Manager Mental Health and Addictions
Direct Reports	Nil
Delegated Authority	Nil
Effective Date:	July 2022

Functional Relationships	
Internal	<ul style="list-style-type: none">• Direct line manager• Senior leadership team• Peers/colleagues• Rūnanga employees• Iwi members and representatives
External	<ul style="list-style-type: none">• Customers / clients• Partner businesses / organisations• Local & central government organisations• Vendors, service providers and consultants

Strategic Foundation	
Ā upane ka upane whiti te rā!	Advancing together into a brighter future.

Moemoeā [Our Vision]	
Kia tū ai a Ngāti Toa Rangatira; Hei iwi toa, hei iwi rangatira	Ngāti Toa is a strong, vibrant, and influential iwi, firmly grounded in our cultural identity and leading change to enable whānau wellbeing and prosperity.

Whaingā [Mission]	
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Mana Motuhake	Empowering our whānau, reclaiming our iwi self-determination, revitalising our environment; through leadership, innovation, connectedness and exercising our rangatiratanga.
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Tikanga [Core Values]

Manaakitanga	Enhancing mana through excellence, generosity, and hospitality
Kotahi Tātou	Inspiring unity and connection
Whakatau Tika	Acting with honesty and integrity
Kaitiakitanga	Sustaining our people and resources
Wairuatanga	Our connection to te ao wairua
Whanaungatanga	Connectedness and kinship
Ahi Ka	Sustainability of our Ngāti Toatanga
Rangatiratanga	Visionary and courageous leadership

Strategic Domains

Ngāti Toa Rangatiratanga	Our Culture and Identity
Oranga	Our Wellbeing
Ohanga	Our Prosperity
Te Ao Tūroa	Our Environment
Whai Mana	Our Organisation

Te whāinga o te mahi [Purpose]

As part of the primary health care team, Health Improvement Practitioners (HIPs) are based in medical centres where they provide brief and effective behavioural interventions for individuals and whānau.

The HIP supports enrolled patients of all ages with any problem affecting their health and wellbeing, including but not limited to stress, anxiety, mood, sleep, relationships, lifestyle and managing chronic physical conditions. The HIP conducts a contextual and functional assessment which guides behavioural interventions that will help patients move from unworkable situations towards flourishing lives.

Using a Focused Acceptance and Commitment Therapy (FACT) approach, the HIP delivers evidence-based interventions suitable for the primary care setting, whilst also providing consultation and education to members of the general practice team.

Health Improvement Practitioners are all registered health professionals such as occupational therapists, nurses, psychologists, or social workers, and are required

to maintain their registration and the professional requirements specific to their registration

Te arotahi matua [Role Deliverables]		
<p>General Practice Team Participation</p>	<p>Active participation within the general practice team and support for building team competence in mental health and addictions</p>	<ul style="list-style-type: none"> • All general practice meetings for the general practice team are attended • Seeks and acts upon opportunities to educate self and other general practice team members • Close working relationship with the general practice's health coach is developed • Consultation/ liaison is provided to general practice team • Clear documentation of all general practice-related activity
<p>Clinical Service Delivery</p>	<p>Delivery of high-quality behavioural interventions</p>	<ul style="list-style-type: none"> • Knowledge of the behavioural health consultancy model and ability to implement the model • Contextual, functional and transdiagnostic approach to assessment • Individual sessions, groups and whānau sessions are delivered • 30-minute evidence-based sessions are provided for a wide variety of issues incorporating physical, mental and social aspects of health, to people of all ages, with a focus on prevention, acute care, and chronic disease management • People are supported to identify and achieve the results they are seeking • A high level of access for the enrolled population to primary care-based brief interventions is achieved • Skills, knowledge and attitudes for culturally safe practice are demonstrated • Clear and concise notes that comply with established standard are

		<p>entered within practice's Patient Management System</p> <ul style="list-style-type: none"> • All required client-related information and activities are recorded
Primary Mental Health Integration	<p>Enthusiastically engaged in the Integrated Model of Primary Care Behavioural Health</p>	<ul style="list-style-type: none"> • Positive relationships are maintained with all members of the General Practice Team. • Active contribution to evaluation and refinement of the model. • Partnership with the practice's Health Coach is evidenced. • A collaborative working relationship is formed with NGOs working with the general practice as a part of this model. • A collaborative working relationship is formed with DHB secondary mental health and addictions staff working with the general practice. • Assistance with care coordination and access to outside resources is provided as needed

All employees	
<p>Health and Safety: To recognise individual responsibility for workplace Health and Safety under the Health and Safety at Work Act 2015</p>	<p>All Level Managers Lead a safe and healthy workplace at Te Rūnanga o Toa Rangatira Inc by:</p> <ul style="list-style-type: none"> • Following and implementing, monitoring, and ensuring compliance with all H&S policies and processes • Timely escalation of issues to Risk Register as required • Planning, organising and managing H&S activities directed at preventing harm and promoting wellbeing in the workplace • Early and accurate reporting of incidents at work and raising issues of concern when identified. <p>All Employees Contribute to a safe and healthy workplace at Te Rūnanga o Toa Rangatira Inc by:</p> <ul style="list-style-type: none"> • Following and complying with H&S policies and processes; applying them to own work activities,

	<p>including using/wearing Personal Protective Equipment as required</p> <ul style="list-style-type: none"> • Participating in activities directed at preventing harm and promoting well-being in the workplace • Identifying, reporting and self-managing hazards where appropriate • Early and accurate reporting of incidents at work and raising issues of concern when identified.
Coach and Mentorship	<p>All Level Managers and Employees</p> <p>Provide leadership from where you are in building the capability of Iwi employed staff at the Rūnanga by:</p> <ul style="list-style-type: none"> • Contributing to coaching and mentoring your fellow colleagues • Sharing your skills and experience to build capability and capacity • Participating in activities that lifts the overall capability of all Rūnanga staff

Ngā matatau [Behavioural Competencies]

Upholds the vision and values	People centred
Safety and quality focused	Contributes to team success
Upholds professional and work standards	Takes initiative and furthers innovation
Te reo Rangatira and tikanga	

Ngā tohu mātauranga, tiwhikete, akoranga mahi-ā-rehe, whakangungu [Qualifications, Certifications, Training & Experience Required for the Role]

Qualifications, Certifications, Training & Experience Required for the Role

- Registered health professional with current practising certificate e.g. psychologist, nurse, occupational therapist, social worker
- Qualifications in CBT or ACT are an advantage
- Clinical experience working in a mental health setting (primary and/or secondary) providing evidence-based psychological interventions
- Knowledge of behavioural/functional/contextual medicine and the relationship between medical and psychological systems
- Experience working with Māori, Pasifika and Youth
- An understanding and sensitivity to working with all cultures
- An ability to work closely and collaboratively with key stakeholders
- Ability to competently use computers, able to work in an electronic medical record
- Experience working with diversity.

Ongoing Qualifications, Certifications & Training Required for the Role

- Completes Privacy training at commencement in role and as required throughout and ensure Privacy Principles are maintained.
- Holds and maintains a current First Aid Certificate to a minimum Level 1.
- Completes Code of Rights training at commencement in role and as required throughout.

- Completes Orientation process including any specific role related orientation.
- Completes Bi-cultural/Te Tiriti o Te Waitangi training at commencement in role and as required throughout.

I confirm that I have received a copy of this job description, have read it, understand it, and will adhere to the requirements it details. I understand that there may be minor additions or changes to this in line with the needs of our work. I also understand that if there are any major changes to the requirements of my role I will be consulted.

Employee Name

Employee Signature

Date Signed

Start Date in Role