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| **Position Title** | Perinatal Kaitiaki |
| **Date** | May 2021 |
| **Approved by** | CEO - Tuwharetoa Health Charitable Trust |

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| **Position holder** | TBC |
| **Reports to** | Whānau Pēpi & Tamariki Manager |
| **Purpose of the position** | The Perinatal Kaitiaki   * will provide support to hapū māmā and those with pēpi under 12 months who experience, or are at risk of experiencing, mental wellbeing challenges and distress. * will undertake ongoing assessment of clients and provide a programme of one-to-one and group based sessions that are evidence based in support / treatment of those with mental wellbeing challenges and distress in the perinatal period. * Will work collaboratively as part of the Taupo District’s community based primary perinatal mental health service – *Tōu Kanohi Ki Te Rawhiti* |

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| **Working Relationships** | |
| Internal – Tūwharetoa Health | External |
| * Whānau Pēpi and Tamariki Manager and team * CEO * Operations Manager, and team * Whanau Engagement Manager, and team * EMT * Trustees | * Lakes DHB’s Perinatal Mental Health Services * Midwives * Plunket Nurses * Parents Centre * Anamata Cafe * General Practice * Midland Health Network * Budgeting Services * Housing Services * Ministry for Children Oranga Tamariki |
| **Standard Attributes, Knowledge and Skill** | |
| **Analytical Thinking and Problem Solving:** Ability to both identify problems and use information to resolve them. | |
| **Communication:** Ability to clearly convey thoughts, both verbally and in writing, and to listen to and understands others. | |
| **Confidentiality:** Ability to maintain privacy and confidentiality in line with the Privacy Act (1993) and the Health Information Privacy Code (1994). | |
| **Continuous Improvement:** Ability to understand and implement a continuous improvement process in respect of one’s own performance, and the organisation’s processes and services. | |
| **Cultural Appropriateness:** Ability to provide culturally appropriate support to a wide range of clients. Knowledge and experience in Ngati Tuwharetoa Tikanga and Kawa is desirable. | |
| **Health and Safety:** Ability to work responsibly under the Health & Safety at Work Act 2015. | |
| **Policies:** Ability to become familiar with, and work in line with Tuwharetoa Health’s policies. | |
| **Relationship Development:** Ability to build and sustain effective relationships both internally and externally. | |
| **Self-Management:** Ability to work autonomously and flexibly to achieve the purpose of the position and the goals of the organisation. | |
| **Team Work:** Ability to work with others to achieve goals. | |
| **Treaty of Waitangi**: Knowledge of the principles of the Treaty and how these relate to the development of specific initiatives for Maori. | |
| **Values**: Ability to conduct themselves in line with Tuwharetoa Health’s principles and values of Whanaungatanga **(Spirit of Family),** Manaakitanga (Spirit of Support) and Huhuatanga (Spirit of Service Excellence). | |
| Current Full New Zealand Driver License is essential. | |

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| **Position Specific Qualifications, Skills and Experience** | |
| Qualifications | The New Zealand Certificate in Health and Wellbeing (Social and Community Services) (Level 4) or equivalent, or a willingness to complete this. |
| Knowledge, skills and experience | An understanding of the mental health challenges that may face hapū māmā and those with pēpi under 12 months of age.  Previous experience in the mental health or community health sector would be an advantage.  Knowledge of parenting, mother-craft, parent-child relationships, breast feeding and self-care practices which promote and maintain health.  Knowledge of local community networks and service agencies.  Experience in developing, facilitating and providing health education for whānau.  Knowledge of Maori models of health, for example Whare Tapa Wha.  Practical knowledge of Te Reo and tikanga Maori, or a willingness to learn.  Understanding of the Te Ara Tauwhirotanga – Lakes DHB Mental Health and Addiction’s Model of Care  Experience in using computers - Microsoft Office and Patient Management Systems, in particular Indici, would be an advantage. |

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| **Main Responsibilities** |
| Maintain strong links with the specialist perinatal mental health service in Taupo district allowing for seamless escalation and de-escalation between the two services. |
| Ensure that all organisations providing health and social services to hapū māmā and those with pēpi under 12 months are aware of the Perinatal Mental Health services available in the Taupo District.  Work collaboratively with all organisations providing health and social services to hapū māmā and those with pēpi under 12 months |
| Accept referrals to provide support to hapū māmā and those with pēpi under 12 months who are experiencing mental wellbeing challenges and distress. |
| Provide active, evidenced based support to women experiencing mental wellbeing challenges and distress.  Provide recovery-oriented evidenced based assessment, management and treatment for women experiencing mental wellbeing challenges and distress within the perinatal period |
| Provide assistance with parent craft, breastfeeding, or other supports including but not limited to budgeting and housing. |
| Work with the Awhi House and Taupo Hub Coordinators to plan, organise, make known and provide a regular programme of events that will attract perinatal māmā into the hubs. |
| Reporting |

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| **Role Delegations** |
| Financial (limits/mandates etc.) – Nil |
| Staffing – No direct reports |

| **Key Accountabilities** | |
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| Main Responsibilities | Tasks (How it is achieved) |
| Maintain strong links with the specialist perinatal mental health service in Taupo district allowing for seamless escalation and de-escalation between the two services. | * Work collaboratively with the Lakes DHB specialist perinatal mental health service clinical team * Assess and identify when service users/whānau require additional support in order to safely attend to their own needs and that of their pepi * Arrange for access to appropriate services where this additional support is required. |
| Work collaboratively with all organisations providing health and social services to hapū māmā and those with pēpi under 12 months | * Ensure that all organisations providing health and social services to hapū māmā and those with pēpi under 12 months are aware of the Perinatal Mental Health services available in the Taupo District * Arrange a schedule of visits to general practices, health care providers and social service providers across the Taupo district. * Ensure providers know how to refer to the Perinatal Mental Health Kaitiaki, and what the service can provide. * Ensure providers know where to refer when a more acute service is required. |
| Accept referrals to provide support to hapū māmā and those with pēpi under 12 months who are experiencing mental wellbeing challenges and distress. | * Ensure providers know how to refer to the Perinatal Mental Health Kaitiaki, and what the service can provide * Make contact with and offer support to those perinatal clients who are referred to or self-refer to the service |
| Provide active, evidence based support to women experiencing mental wellbeing challenges and distress.  Provide recovery-oriented evidence based assessment, management and treatment for women experiencing mental wellbeing challenges and distress within the perinatal period | * Maintain ongoing assessment of clients * Work with client to set goals and objectives which are regularly reviewed * Provide support and actions aimed at enhancing both maternal mental health and mother-infant relationship * Provide evidenced based interventions at the level of intensity required to achieve the goals and aspirations of the clients * Work with partners, whānau and friends as appropriate to the needs of the client * Support access to perinatal mental health packages of care funding as required within the parameters set out in the service specification. |
| Provide assistance with parent craft, breastfeeding, or other supports including but not limited to budgeting and housing. | * Provide support as required or refer to other services as required |
| Work with the Awhi House and Taupo Hub Coordinators to plan, organise, make known and provide a regular programme of events that will attract perinatal māmā into the hubs. | * Collaborate with the maternal and child health hubs to provide access to hub based events and programmes. |
| Reporting | * Monthly service reports to the Executive Management Team * Quarterly reports and other reporting to the funder as per contract * All reporting is directed to the Team Leader or Service Manager |

End of Position Description