

## POSITION DESCRIPTION

<b>Position:</b>	Manager – Healthy Families Whanganui, Rangitīkei, Ruapehu
<b>Reporting to:</b>	Chief Executive Officer – Te Oranganui
<b>Hours of work:</b>	Full time
<b>Direct Reports:</b>	Healthy Families Whanganui, Rangitīkei, Ruapehu Team
<b>Salary range</b>	\$80,000 - \$90,000 gross per annum

### Position Summary:

The Manager, Healthy Families Whanganui Rangitīkei, Ruapehu (WRR) creates the purpose and ambition for the Healthy Families WRR team, and ensures the team has the right support, tools and resources they need to be leaders in their own right. The Manager, Healthy Families WRR fosters collective leadership and has an innate ability to shift the collective focus from reactive problem solving to co-creating the future. Reporting to the Chief Executive Te Oranganui, the Manager, Healthy Families WRR is an adaptive, passionate, articulate system leader who actively contributes to a flourishing Healthy Families NZ network through reciprocal learning, partnering and taking on challenges on behalf of the network. The Manager, Healthy Families WRR is innovative, courageous and an expert in managing relationships with partners across a variety of sectors and settings.

### The Manager, Healthy Families WRR is:

- An inclusive and experienced people manager, who provides strategic and creative leadership to the Healthy Families WRR team, and builds an environment where the team can drive effective change across a variety of sectors and settings.
- A confident ‘system leader’ and a strategic thinker, who can draw on insights and analysis to make adaptive decisions.
- A proactive and professional relationship builder with the national Healthy Families NZ team (Ministry of Health), key stakeholders, and the Healthy Families WRR Strategic Leadership Group.
- A persuasive communicator who can confidently speak on behalf of Te Oranganui, Healthy Families WRR, and promotes the Healthy Families NZ movement in the Whanganui, Rangitīkei & Ruapehu regions in a professional and technically savvy way.
- A politically savvy and perceptive operator who can navigate the political context effectively and know how to leverage support through strong relationships and networks.

### Key relationships

To advance the Healthy Families NZ initiative, the Manager will inform, leverage and support:

- the **Strategic Leadership Group Chair** by working in partnership to unlock the potential of the Strategic Leadership Group members’ spheres of influence, making the work of the Healthy Families WRR team visible and inviting input and action
- the **Strategic Leadership Group** by sitting at the table as an equal, actively participating in meetings, having 1:1 relationships with members and providing the SLG with what they need to lead change

- the **Prevention Workforce** by encouraging and creating a space for reflective practice, and leading the culture of a high performing team
- the **Healthy Families NZ National team** (Ministry of Health) by proactively managing the partnership, providing strong accountability and ensuring the national team have what they need to support Healthy Families NZ to be successful at a strategic level.
- **Te Oranganui**, participate as a part of the Senior Management team to promote and ensure that Healthy Families WRR is integrated into the activities of the overall organisation and that Te Oranganui kaupapa is embedded into the activities of Healthy Families WRR.

### About Te Oranganui

Te Oranganui is an Iwi governed Health and Social Service Organisation. Established in 1993, Te Oranganui has seven service lines and covers the iwi boundaries of Ngāti Apa/Ngā Wairiki, Te Ātihaunui a Pāpārangi and Ngā Rauru Kītahi. The seven services are;

Te Waipuna	Primary Health & Medical
Te Taihāhā	Disability Support Service
Waiora Hinengaro	Vocations, Mental Health and Addiction Services
Toiora Whānau	Whānau & Community
<b>Waiora Whānau</b>	<b>Healthy Families</b>
Whakahaumanu Mana Tāne	Clinical Services Corrections
Te Taituarā	Business Unit

**Vision** Korowaitia te puna waiora, hei oranga motuhake mō te iwi

**Mission statement** To empower whānau into their future

#### **Values**

Tika	Excellence in how we do things
Whānau	At the centre of everything we do
Pono	Act with honesty and integrity
Mahitahi	Committed to working together for the betterment of our Whānau, Hapū, Iwi and communities

### About Healthy Families NZ

#### **Our approach**

Healthy Families NZ is a large-scale prevention initiative that brings community leadership together in a united effort for better health. It aims to improve people's health where they live, learn, work and play by taking a systems approach to the reduction of risk factors for major health loss and increasing equity.

The goal is for all New Zealanders to enjoy health promoting social and physical environments that enable healthy food and physical activity choices, being smokefree, drinking alcohol only in moderation and increasing mental health resilience and wellbeing.

Healthy Families NZ is a move away from disconnected, small-scale and time-limited projects and interventions, towards a whole-of-community approach that makes sustainable and long-term changes to the systems that influence the health and wellbeing of families and communities.

While the initial design for Healthy Families NZ drew on overseas models, Healthy Families NZ has been adapted, and continues to adapt, to reflect the unique context of New Zealand communities, and the special relationship between Māori and the Crown, including obligations under Te Tiriti o Waitangi. The Healthy Families NZ Principles include an explicit focus on equity, improving Māori health and improving health equity for groups at increased risk of chronic diseases.

Healthy Families NZ takes an innovative, system-building approach to prevention, including:

- Targeted community-level investment into the Building Blocks of a Prevention System;
- Bringing community leadership together in a united effort for better health;
- A dedicated prevention workforce who are embedded within their local community, driving and supporting systems change across the region;
- National level support and strategies to encourage a whole of system approach;
- Dedicated strategic communications functions across all locations, harnessing the power of storytelling to amplify the collective impact of the initiative, and accelerate activation at scale;
- Multi-year evaluation that identifies key themes, scalable initiatives, and builds a national picture of the progress and impact of Healthy Families NZ over time.

### About the Manager, Healthy Families WRR role

#### **Purpose**

The Manager, Healthy Families WRR, leads, and is part of a dedicated prevention workforce who are embedded within their local community, driving and supporting systems change across the Whanganui, Rangitikei and Ruapehu regions. The Manager, Healthy Families WRR contributes to building healthier environments where people live, learn, work, and play by:

- Leading, determining and driving the purpose and ambition of the Health Families WRR team
- Creating the conditions for the team to innovate, experiment and execute well
- Managing local stakeholder relationships to unlock opportunities
- Engaging and mobilising busy leaders from a variety of sectors and settings, making it easy for them to get behind the Healthy Families WRR kaupapa
- Identifying local and national connections and opportunities
- Navigating the political context effectively and leveraging support through strong relationships and networks.

The Manager, Healthy Families WRR is responsible for ensuring the team is high performing, well-resourced and coordinated. The Manager, Healthy Families WRR is a critical position in the Healthy Families WRR team, accelerating innovation and collaboration through their ability to be innovative, creative and courageous and articulately telling compelling stories of impact. The Manager, Healthy Families WRR is expected to have strong working relationships with other Managers across the other Healthy Families NZ locations, and the national Healthy Families NZ team (Ministry of Health) to share insights, learnings and respond to collective challenges to effectively grow the initiative nationally.

This position is based in the Whanganui office and reports directly to the Chief Executive Officer of Te Oranganui.

#### **Accountabilities**

As the Manager, Healthy Families WRR you will:

- Provide leadership of the Healthy Families WRR team to ensure the team is supported, resourced and coordinated to implement their responsibilities in a timely and professional manner. You will create a culture for a high performing team by:
  - recruiting team members with the right skill sets and mindsets,
  - inducting them well into the Healthy Families NZ approach and ways of working, and
  - optimising each team member's strengths and abilities
- Provide thought leadership, grounded in the Healthy Families NZ Principles and Building Blocks, that inspires the team and connects them to the wider Healthy Families NZ network, goals and strategies.
- Create a culture for the team where innovation, experimentation and evaluation thrives
- Ensure optimum use of resources and tools to support the Healthy Families NZ system change initiatives so these have the appropriate capacity for implementation.
- Ensure the Healthy Families WRR Action Budget, is used to trigger sustainable systems change
- Represent Healthy Families WRR across a variety of forums
- Manage all media as a confident and articulate spokesperson
- Provide professional, organised and tech savvy leadership to the team that enhances the collective impact of the work, and acceleration of activation at scale
- Unlock opportunities for the Healthy Families WRR team through strong community relationships, and engage and mobilise key influencers to get behind the kaupapa.
- Draw on insights and analysis to make strategic decisions that drive the Healthy Families NZ initiative, and create a space for the team to build in reflection time to their decision making
- Build strong relationships with iwi and other key players to support Māori led systems change
- Identify and proactively manage risks at the regional level, and respond efficiently when risks are escalated up to the Manager by members of the Healthy Families WRR team
- Work in partnership with the Healthy Families WRR SLG to identify how they can influence and activate their spheres of influence; foster close relationships with the other Managers across New Zealand and take up challenges on behalf of the network.
- Build and nurture a strong and productive partnership relationship with the Healthy Families NZ national team at the Ministry of Health;
- Ensure all Healthy Families WRR activities are evidence based, and align to the Healthy Families WRR evaluation framework, and the national Healthy Families NZ evaluation.

**As a member of the Te Oranganui Healthy Families WRR team, you will:**

- **Bicultural practice** - take a bi-cultural approach that acknowledges the special relationship with Māori under Te Tiriti o Waitangi and actively support Māori-led systems change.
- **Cultural competency** - work cross-culturally and to take a culturally centred and strengths based approach. Act in an inclusive manner with integrity to ensure all cultural groups and community diversity are empowered in the work through a genuine commitment for equity and equality.
- **Systems thinking and acting** - understand systems change and collective impact and utilise systems thinking tools and principles, and apply them to create large-scale change.
- **Relationship building and management** - enhance collaboration across the Healthy Families WRR team and the community through strong effective relationships and partnerships at all levels; forge useful partnerships with people across business areas, functions and organisations; build trust through consistent actions, values and communication; minimises surprises.

- **Workforce development** - actively contribute to the Healthy Families NZ network, workforce development and communities of practice to grow and share the way of working

**As a member of Te Oranganui you will:**

- Actively participate in Te Oranganui kaupapa activities including attending hui, karakia, whakawhanaungatanga, waiata sessions, organisational events etc;
- Uphold the principles of Whānau Ora – working across teams and functions; acknowledging the unique skills and abilities all kaimahi bring
- Ensure you maintain an accurate and up to date understanding of Te Oranganui policies and that you uphold these at all times;
- Ensure the health & safety of yourself as well as others in your working environment, upholding organisational health and safety policies and procedures at all times;
- Proactively promote Te Oranganui in a positive light in all activities
- Actively participate in ongoing professional development
- Maintain strict confidentiality at all times

**Key Selection criteria**

The ideal applicant will demonstrate the following key selection criteria:

**Knowledge and skills**

Healthy Families NZ Core Competencies		The role requires the following demonstrated experience / skills
Building	Relationship building and management	Strong relationship management skills and can forge highly productive relationships with the Healthy Families NZ national team (Ministry of Health), SLG, key partners and the Healthy Families NZ network including other Managers across NZ to influence sustainable systems change at scale  Robust conflict negotiation and adept at managing challenging relationships  Skilled at building relationships with iwi and other key partners to develop and support Maori led systems change
	Influencing	Understands key stakeholders’ drivers and priorities and can move people from talk to action through values alignment  Work in partnership with the Chair to support the SLG to identify how to utilise and activate their spheres of influence  Forge positive working relationships with key players, understand how to act and how to leverage support
	Political Savvy	Able to navigate the political context, structures and processes to leverage support, maximise impact, identify and reduce risk

	<p><b>Storytelling and communication</b></p>	<p>Persuasive communicator in a range of mediums</p> <p>Articulate leader who influences others to engage and leverage their networks and skills to increase impact and/or scale</p> <p>Confident spokesperson who effectively manages the media, and represents Healthy Families NZ well through professional, timely and quality interactions with system stakeholders; can engage with diverse audiences across a range of settings</p>
<p><b>Leading</b></p>	<p><b>Collaborative Leadership</b></p>	<p>Create conditions for the team to experiment, innovate and execute to the best of their abilities</p> <p>Able to engage busy senior executives and those with diverse perspectives and can make it easy for them to get behind the kaupapa and stay engaged</p>
	<p><b>Adaptive Leadership</b></p>	<p>Innovative, creative and courageous and can mobilise others to create systems change</p> <p>Willing to experiment and not afraid to change course when required</p>
<p><b>Designing / Doing</b></p>	<p><b>Systems thinking and acting</b></p>	<p>Leads and effective communication and feedback process across the system</p> <p>Ensures all the work is grounded in Healthy Families NZ Principles and Building Blocks and connect the team with the wider network, goals and strategy</p>
	<p><b>Co-design and design thinking</b></p>	<p>Respected for thought leadership in the Healthy Families NZ space which can include expertise in design, co-design, Maori world view, other cultural frameworks and can apply these to motivate action</p> <p>Is not afraid to lead by example and pivots when needed</p>
	<p><b>Systems Intrapreneurship</b></p>	<p>Has a wide network and strong high level relationships across systems and settings in the Whanganui, Rangitikei Ruapehu region. Helps people understand the part they play in the Healthy Families NZ initiative and can unlock change through others</p>
	<p><b>Data / Evaluation</b></p>	<p>Supports evidence informed practice</p> <p>Supports the team and network to draw on insights and analysis to make decisions</p>

<b>Managing / Sustaining</b>	<b>Reflective practice</b>	Critically reflects on self, team and the work and can adapt the work programme, processes and actions accordingly
	<b>Risk Management</b>	Can effectively manage risk and responds accordingly
	<b>Project Management</b>	Experienced manager, able to provide structure and support for the team and can manage competing priorities well.  Ensures the team has the right support, tools and resources they need to be leaders in their own right  Know and utilise the strengths and abilities of every team member
	<b>Sustainability</b>	Able to plan for long term impact, ensuring action is strategic, and aligns to the Healthy Families NZ Principles and Building Blocks

### Personal qualities

The Healthy Families NZ workforce are innovative and creative, and must exhibit the following mindsets and qualities:

- **People-focused:** Empathetic and supportive, act with integrity in all that you do. A personal commitment to social change and collaborate in positive and meaningful ways.
- **Action-oriented:** Curious, proactive and takes initiative; seizes opportunities and acts upon them; resourceful and learns by doing; takes responsibilities for own actions.
- **Adaptive:** Flexible and agile; open to new ideas; accepts changed priorities without undue discomfort; has an experimental mindset and recognises the merits of different options and acts accordingly.
- **Open and Courageous:** Seek diverse perspectives and value difference, comfortable in ambiguity, possess a growth mindset and courageous in actions.
- **Reflective and Strategic:** Can see the bigger picture through a bird's eye view and is able to respond in a strategic manner, critically reflective and can adapt activities to suit.
- **Cultural responsiveness:** Aware of the important place of indigenous leadership, strengthening relationships with mana whenua, and working within a bicultural context. Understands Māori, Pasifika and other community health priorities and needs; is comfortable working with diverse communities and knows when to seek support.

### Qualifications

- A tertiary qualification in fields related to management, business, politics, health, or public health.
- Demonstrated experience managing or leading a team in adaptive operating environments.

### Related requirements

- Proven leadership experience working in operational functions, co-design and/or systems change initiatives.
- Valid New Zealand driver's license
- To be considered you must have the right to live and work in New Zealand.