

JOB DESCRIPTION

Role:	Practitioner, Rongoā Māori
Reports to:	Pou Oranga General Manager
Works with:	<ul style="list-style-type: none"> • Kaimahi of Te Hauora o Ngāti Rārua and Te Runanga o Ngāti Rārua • Tangata Whenua, Marae across Marlborough, • Other agencies and organisations working in the health and social services sector across Wairau.
Location:	Te Whare Atawhai
Hours of work:	64 hours per fortnight [0.80 FTE], Monday to Thursday [inclusive]

PURPOSE OF TE HAUORA O NGĀTI RĀRU

Te Hauora o Ngāti Rārua is a kaupapa Māori health service committed to providing te very best care to all whānau in the Marlborough Region who need our support.

TE TIRITI O WAITANGI

Te Hauora o Ngāti Rārua is committed to its obligations under Te Tiriti o Waitangi as the founding document of Aotearoa, New Zealand.

All employees are required to give effect to the principles of Te Tiriti o Waitangi as articulated by the Courts and the Waitangi Tribunal provide the framework for how we meet our obligations under te-Tiriti in our day-to-day work.¹ – Tino Rangatiratanga, Equity, Active Protection, Options and Partnership, in their work.

PURPOSE OF THE ROLE

Rongoā Māori is a traditional Māori healing practice grounded in tikanga Māori and Māori worldviews. It includes the use of herbal remedies as well as the incorporation of physical and spiritual therapies.

Rongoā Māori is a vital aspect to tangata Māori as it encourages whānau, hapū and iwi to achieve mana motuhake (self-autonomy), rangatiratanga (self-determination) and mana.

In addition to the above, Rongoā is an important aspect of healthcare to Māori despite their concurrent use of Western medicine. It is more than medicine, it represents identity, whakapapa, culture and history. Traditional treatment can be pursued for several reasons including illness that is atypical or not responding to conventional treatment.²

¹ Manatū Hauora [Ministry of Health]: [Te Tiriti o Waitangi | Ministry of Health NZ](#)

² [Rongoa-Maori-Service-Specifications.pdf \(healthhb.co.nz\)](#)

KEY COMPETENCIES	PERFORMANCE INDICATORS
Role related tasks	
The Rongoā Practitioner demonstrates respect for the elements and the qualities that they have and uphold the mauri/integrity of rongoā.	<ul style="list-style-type: none"> • Demonstrates the knowledge and understanding of the underlying philosophy and practice of rongoā • Is aware of the need to be open to addressing their personal, social, emotional and spiritual attitudes which might inhibit the delivery of rongoā.
Provides rongoā services that aim to assist the whānau to improve their taha wairua, taha hinengaro and taha tinana	<p>You will develop for each whānau member supported, a written, up to date plan of care and/or a record of treatment that is document in the TOMM database and which:</p> <ul style="list-style-type: none"> • Is based on assessment of whānau individual needs, including cultural needs • Includes consultation with the whānau member • Where appropriate, and with the consent of the whānau, includes consultation with: <ul style="list-style-type: none"> • The wider whānau/family/caregivers • Contains detail appropriate to the impact of the service on the whānau member • Facilitates the achievement of appropriate outcomes as defined with the consumer • Includes plans for exit /transfer to another service • Provides referral to and coordination with other medical services and links with community, iwi, Māori and other services as necessary.
All significant contact with whānau is documented to provide a record of the services accessed by whānau	<ul style="list-style-type: none"> • All contact with whānau whether kanohi-ki-te-kanohi [face to face], telephone, electronic i.e. email, text messaging is to be documented. • If appropriate copies or transcripts of correspondence can be uploaded into the TOMM electronic database. • All documentation is in line with the agreed organisational standards of documentation. • Whānau documentation is completed at the same time as the events being recorded or as soon as possible afterwards. • All documentation demonstrates compliance with the Health Information Privacy Code 2020. • Only authorised personnel have access to Whānau records strict confidentiality of information is always expected of all Te Hauora o Ngāti Rārua Kaimahi • Kaimahi have unique passwords to electronic records that authorise the appropriate levels of their access to health information. • Passwords and pin numbers are not shared between kaimahi or others.

KEY COMPETENCIES	PERFORMANCE INDICATORS
Role related tasks	
Services are provided in accordance with the Code of Health and Disability Services Consumer Rights	<ul style="list-style-type: none"> Whānau are advised of their rights under the code and are supplied with a copy of their rights as part of their consenting to access Te Hauora o Ngāti Rārua services. Kaimahi will be familiar with the code of rights and ensure that their care and delivery of services is in line with the code.
Communication	<ul style="list-style-type: none"> Kaimahi communicate both verbally and in writing with whānau clients whose first language may not be English in a manner that they understand, using interpreters appropriately and/or appropriate resource people. Involves whānau and where appropriate, their whānau and carers in decision making, offering them informed choices, respecting their views and cultural beliefs. Pro-actively manages potentially dissatisfied whānau and/or their whānau, working to positively resolve issues. As required, participates and/or assists with debriefing of other kaimahi in relation to client and whānau related matters. Attends and actively participates in kaimahi hui, advocating for whānau where necessary.
Continuous Quality Improvement <i>Service continuous quality improvement, especially improving outcomes for whānau is our focus.</i>	<ul style="list-style-type: none"> Positively engages in quality improvement initiatives, including working groups, projects and the review of organisational policies and procedures. Specifically, assist in the review and updating of organisational policies and procedures related to the scope of this role.
Health, Safety and Wellbeing <i>Health and Safety is everyone's business</i>	<ul style="list-style-type: none"> Is committed to and undertakes clinical or professional supervision in line with the Te Hauora o Ngāti Rārua Supervision Standards. An adverse event form is completed within appropriate timeframes following any incident, accident or near miss at work whether in the Te Whare Atawhai, its immediate surrounds or any location in the community. All adverse events and incidents are managed appropriately and as set out in Te Hauora o Ngāti Rārua policies and procedures. Kaimahi always works safely and utilises the relevant safety equipment provided to them in their role. Actively and positively participates in the Te Hauora o Ngāti Rārua Health, Safety and Wellbeing programme.

KEY COMPETENCIES	PERFORMANCE INDICATORS
Role related tasks	
Ongoing Professional Development	<ul style="list-style-type: none"> • Be aware of your own workload pressures, personal responses to stress and maintain a strategy for your own management of these. • Undertake regular Manaakitanga hui with an experienced Rongoā Practitioner to enable and enhance your practitioner role • A willingness to seek & gain further knowledge appropriate to a Rongoā Māori setting & role. • Establish ongoing criteria for the development of own professional practice, participating in ongoing professional development opportunities related to the Rongoā Māori Practitioner role and Te Hauora o Ngāti Rārua generally. • Positively engage in all kaimahi hui and a range of Inservice and other approved education opportunities. • Participate positively in any change or consultation processes implemented in the organisation occurring from time to time.
Projects and Other Duties	<ul style="list-style-type: none"> • Manage and/or participate in special projects as requested by the Pou Oranga General Manager or as outlined in the organization's current annual operational and/or strategic plan. • As directed by the Pou Oranga General Manager, perform other duties that may be reasonably required.

PERSON SPECIFICATION

Position: Practitioner Rongoā Māori

It is expected that the successful appointee to this role will meet all or most of the following criteria:

KNOWLEDGE & EXPERIENCE

Te Ao Māori:

Essential

- Able to korero to whakapapa (origins) of your mātauranga (knowledge) of Rongoa Māori.
- Has been endorsed by your iwi and hapū to practice as a Rongoa Practitioner.
- Holds a recognised qualification in Rongoa Māori Practice, is working toward or prepared to work towards.

Te Ao Pākehā:

Essential

- A “competent” level of keyboarding and computing skills.

Desirable

- Experience around report writing.

PERSONAL ATTRIBUTES

- Have a bicultural approach in your work and recognises the Treaty of Waitangi as Aotearoa New Zealand’s founding document.
- Exhibits a high level of personal and professional integrity, understanding, and adheres to professional boundaries and works within any relevant scope of practice.
- Self-directed with excellent time management skills and able to prioritize multiple tasks and keep track of work in progress and meet deadlines.
- Accepting of the aims and mission of Te Hauora o Ngāti Rārua
- Relates and communicates effectively with people from a diverse range of backgrounds and cultures.
- Ability to be discreet and diplomatic when dealing with confidential and sensitive issues shared by whānau.
- Able to work effectively and positively in a team environment contributing to building the positive sense of team.
- Have a positive personal attitude toward own professional development and has an approach of learning is for life.
- A good sense of humour and fun.
- Friendly and approachable.

References:

The following publications were accessed in the formulation of this job description with our appreciation:

- **Kirimana Oranga Whānau Outcomes Agreement:** Te Whatu Ora Health New Zealand v Te Hauora o Ngāti Rārua Ltd. Mana Tāngata – Living Well - June 2024
- **Job Description** – Rongoā Practitioner Position Description [May 2023, updated February 2024]
- **Tikanga ā-Rongoā** – Kete Whakaōrite – Kete Tuatoru, Ministry of Health [April 2014]

NOTE: *This job description is designed to give an indication of the types of work and performance required and expected of the job holder.*

It does not contain an exhaustive list of duties or performance standards, and the job holder agrees to undertake any other tasks that are consistent with the position and with the provisions of quality service to Te Hauora o Ngāti Rārua clients and their whānau.

This job description is subject to regular and ongoing review which may necessitate changes to its intent and content. This review and any changes will be undertaken in consultation with the job holder[s] at the time.