

Director Mental Health & Addiction Sector Leadership

Manager	Chief Executive		
Location	Wellington		
Direct reports	TBC	Delegations	TBC
Date	March 2021	Job band	22

About the Mental Health and Wellbeing Commission

The Mental Health and Wellbeing Commission is an independent Crown Entity established on 9 February 2021 in response to [He Ara Oranga, the Government inquiry into mental health and addiction](#).

Our objectives are to contribute to better and equitable mental health and wellbeing outcomes for all people in Aotearoa. We will do this by being transparent, truthful, ethical, and accountable.

With the recent appointment of the Commission's Board, we are moving towards the development of the organisation's vision, mission, and values and the strategy that will provide direction to the Commission into the future and it is therefore expected this position description will be reviewed in early 2022.

Further details can be found at www.mhwc.govt.nz

Te Tiriti o Waitangi

We are an organisation grounded in Te Tiriti o Waitangi. Te Tiriti o Waitangi informs the Commission's partnership approach with Māori as tangata whenua. We undertake our work in accordance with Te Tiriti o Waitangi and work in partnership with Māori to integrate a Te ao Māori approach to the wellbeing system.

Diversity and Inclusion

The Commission welcomes and supports people of all gender identities, ages, ethnicities, sexual orientations, disabilities and religions. A requirement of this role is to actively support and promote our diversity and inclusion principles.

Position purpose

The Director Mental Health & Addiction Sector Leadership will lead the monitoring, provision of advice and promotion of improved mental health and addiction services to improve outcomes. The Director Mental Health & Addiction Sector Leadership will lead on relationships across the mental health and addictions sector and with tāngata whaiora/lived experience and whānau.

They will do this through bringing the voice of tāngata whaiora/people with lived experience and whānau in leading the ongoing development and implementation of the He Ara Āwhina Mental Health and Addiction Service Monitoring Framework

Collective leadership accountabilities

- Demonstrate strong and collaborative leadership taking a unified approach to achieve our Strategy – working together to achieve common goals
- Lead by example and model our values
- Ensure the organisation, through its ways of working, systems, processes and decision-making, takes into account and respects the diversity of contributions

Management accountabilities

- Actively contribute as part of the leadership team in the development of broader organisation strategies, long-term and short-term priorities, and working with peers to invest in the engagement, wellbeing and performance of staff
- Provide thought-leadership in area of expertise and accountability
- Recruit, retain and develop high-performing staff to ensure the organisation has the required level of expertise
- Ensure an effective flow of information occurs both vertically and horizontally within the organisation
- Ensure management of group resources, including people, financial and contracts for service, are consistent with organisational policies and procedures, and agreed delegations
- Ensure Ministerial enquiries, Parliamentary Questions, Official Information Act requests and other correspondence, such as contributions to Board papers, are responded to within prescribed timeframes and quality standards
- Actively and prudently manages financial spend in accordance with financial plans and priorities, contributing to sound and robust financial management for the organisation.
- Include the safety, health and wellbeing of our people as part of decision-making

Key functional accountabilities and deliverables for this position

- Lead the Commission’s monitoring, system leadership and advocacy work for mental health and addiction services.
- Lead cross sector change by leading and influencing on a national/global level.
- Ensure effective relationships are developed with Māori as tāngata whenua and the Commissions commitment to being grounded in Te Tiriti o Waitangi is reflected in the work of the Mental Health and Addiction Sector leadership team.
- Leading the ongoing development and implementation of the He Ara Āwhina Mental Health and Addiction Service Monitoring Framework, including reporting in order to drive change.
- Be the conduit between the Commission and the mental health & addiction sector, including tāngata whaiora/people with lived experience and whānau, developing and maintaining strong and productive relationships.
- Provide thought leadership and technical expertise with research, advocacy and promotion of best practice, multi-disciplinary models of care
- Ensure the Chief Executive and Board receive high quality advice and support
- Work in partnership with the insights team to identify key focus areas for measurement and reporting, including special focus areas.
- Establish and maintain strong partnerships with public and private mental health and addiction providers, tāngata whaiora/people with lived experience and whānau to inform mental health services that respond to the needs of all people in New Zealand and contribute to reducing inequalities in health
- Work closely with the Director, Wellbeing System Leadership to advocate for other Government Sectors to ensure that positive mental health & addictions enablers are a key feature in their planning and service delivery

Key relationships

The Director Mental Health & Addictions has a key role in developing and maintaining effective working relationships with internal and external stakeholders.

Internal

The Commission Board
Senior Leadership Team
colleagues

External

MoH
Non Government Organisations
DHB Mental Health & Addiction Services
Kaupapa Māori, Pasifika and peer led
service providers
Primary Care
Private Providers
Relevant Peak Bodies

Relevant Professional bodies eg College
of Psychiatrists
Groups that represent Tāngata whaiora /
people with lived experience and whānau
Police
Department of Corrections

Health, safety and wellbeing

At the Mental Health and Wellbeing Commission we expect all of our people to:

- Help maintain a safe working environment within the Commission by complying with and supporting all health and safety policies, guidelines and initiatives
- Know what to do in the event of an emergency or if a health and safety incident or near miss occurs
- Know how to keep yourself and others safe at work from hazards and risks relevant to your role.

As a Manager we expect you to:

- Understand and lead by expectation and example, a duty of care for safety, health and wellbeing in relation to all our people workplaces and work activities under direct influence and control
- Manage requirements as set out in our Health Safety and Wellbeing policies.

Person specification

Essential

- Extensive experience in mental health and addiction service management in a senior strategic management role
- Be able to demonstrate having a high level of credibility and respect across the mental health and addiction sectors and the ability to influence sector outcomes.
- Deep knowledge of applying Te Tiriti o Waitangi, Māori tikanga and a Te Ao Māori world view to monitoring and improving services.
- Substantive experience working with tāngata whaiora/people with lived experience and whānau
- Previous experience in the establishment and embedding of measurement and evaluation frameworks, systems and processes on a National level .
- Excellent organisational skills along with the ability to think ahead, use initiative, establish priorities and meet deadlines whilst preserving the highest levels of accuracy and confidentiality
- Proven ability to negotiate with internal and external stakeholders to create positive outcomes

- Excellent interpersonal, oral and written communication skills and the capacity to manage relationships at all levels, including with kaupapa māori providers, NGOs, lived experience organisations, senior Ministry officials and with health sector leaders.
- A passion and demonstrated track record of improving mental health and wellbeing outcomes
- Experience managing a team's capability and capacity to deliver on current and future work priorities
- Commitment to provision of high quality care
- A minimum Master's degree in a relevant discipline.

KEY CAPABILITIES

TEAM LEADERSHIP

Providing collective leadership	<ul style="list-style-type: none"> • Thinks and acts strategically; works collaboratively with colleagues to deliver the organisation's strategy and enhance the organisation's performance.
Leading with influence	<ul style="list-style-type: none"> • Leads and communicates in a clear, persuasive and impactful way; tailors influencing approach so it is fit for purpose and progresses the organisation's outcomes.
Achieving through external relationships	<ul style="list-style-type: none"> • Builds and fosters effective external relationships to progress the organisation's strategic objectives; works in partnership with external parties.
Enhancing team performance	<ul style="list-style-type: none"> • Enhances the performance and culture of the team; gains buy in to change and compels people to action; monitors team performance and adjusts strategy to maximise team performance.
Inspiring our people	<ul style="list-style-type: none"> • Inspires their people (wins hearts and minds); adapts leadership approach so it is consistently fit for purpose.
Achieving through others	<ul style="list-style-type: none"> • Ensures people are clear about what is expected of them and that they receive the feedback and encouragement to bring out the best in them; prioritises coaching and developing staff; builds the people capability to deliver organisational outcomes.
Achieving through the team	<ul style="list-style-type: none"> • Leverages the talents of their team; builds a cohesive and high-performing team.

PERSONAL LEADERSHIP

Achieving ambitious goals	<ul style="list-style-type: none"> • Demonstrates achievement drive, ambition, optimism and a delivery focus; makes things happen and achieves ambitious outcomes.
Managing work priorities	<ul style="list-style-type: none"> • Works at the right level and on the right things; delivers on their short-term and long-term objectives across the breadth of their role.
Displaying intellectual agility and curiosity	<ul style="list-style-type: none"> • Thinks critically and broadly, displays curiosity and flexibility in analysing ideas and information; seeks and values the input of others, makes timely and fit for purpose decisions.
Managing self	<ul style="list-style-type: none"> • Displays grit, courage, resilience, humility and integrity; manages reactions and demonstrates composure and consistency in their behaviour and emotions.
Displaying self-awareness and a self-improvement focus	<ul style="list-style-type: none"> • Knows themselves (what they do well and less well); can assess their performance and impact on others in the absence of feedback; seeks and values feedback; is committed to developing and improving themselves.
Strategic and business planning	<ul style="list-style-type: none"> • Collates and moderates inputs from relevant functional areas to inform strategic objectives, priorities and plans • Manages and maintain functional initiatives and activities to ensure alignment with the organisation's strategic objectives and business plans
Stakeholder engagement	<ul style="list-style-type: none"> • Identifies and maintains effective relationships with internal and external stakeholders to achieve organisational outcomes • Coordinates and collaborates with and across internal functions to ensure alignment of functions
Monitoring and evaluation	<ul style="list-style-type: none"> • Monitors and evaluates to identify issues and opportunities and support decision-making processes • Reviews activities to measure effectiveness against outcomes and deliverables
Advise and influence	<ul style="list-style-type: none"> • Provides proactive and frank advice that is impactful, influential and able to be utilised • Frames advice in the context of relative priorities • Ability to influence others and shape policy debate • Anticipates and times the delivery of advice to maximise impact and influence

Communication	<ul style="list-style-type: none"> • Demonstrates effective written, verbal and interpersonal communication skills • Ability to convey complex or technical information both verbally and in written form to a range of audiences
Relationship management	<ul style="list-style-type: none"> • Builds and maintains relationships with a wide range of people to achieve organisational outcomes
Results orientation	<ul style="list-style-type: none"> • Experience leading significant pieces of work using contemporary best practice methodologies and practices
Analysis and judgement	<ul style="list-style-type: none"> • Demonstrates strong qualitative and quantitative analytical ability • Demonstrates strong judgement and decision-making skills • Ability to distil complex and competing information to identify key themes and issues • Takes a strong evidence-based approach to decision-making.
Technical knowledge	<ul style="list-style-type: none"> • Demonstrates the qualifications, skills, knowledge and experience required to successfully undertake the position (detailed in the person specification of the position description)