

# Position Description



## Kaitohu Mātaamua o te Pūnaha Toiora | Principal Advisor Wellbeing System

|                       |   |                    |     |
|-----------------------|---|--------------------|-----|
| <b>Manager</b>        | Director Wellbeing System Leadership/Insights |                    |     |
| <b>Location</b>       | Wellington                                    |                    |     |
| <b>Direct reports</b> | Nil   | <b>Delegations</b> | Nil |
| <b>Date</b>           | August 2022                                   | <b>Job band</b>    | 18  |

### About Te Hiringa Mahara

Te Hiringa Mahara, formally known as the Mental Health and Wellbeing Commission, is an independent Crown entity with the objective to contribute to better and equitable mental health and wellbeing outcomes for people in Aotearoa New Zealand.

Te Hiringa Mahara is an organisation committed to being grounded in Te Tiriti o Waitangi. Not only do legal obligations require Te Hiringa Mahara to take account of Te Tiriti o Waitangi in its work, but is committed to enabling a system that achieves better and equitable mental health and wellbeing outcomes for Māori.

We are also required to seek the views of people who have experienced mental distress, people who have experienced addictions (or both), and the persons (including family and Whānau) who support them.

We are a new organisation established to provide system oversight and leadership in the transformation of our mental health and wellbeing system. We will contribute to better and more equitable mental health and wellbeing outcomes for all people in Aotearoa through monitoring and reporting, advice, and advocacy.

Further details can be found at [www.mhwc.govt.nz](http://www.mhwc.govt.nz).

During 2021, the organisation's vision, mission, values and strategy that gives direction to Te Hiringa Mahara into the future was developed. As this strategy is reflected in our approaches and work programme, this position description may be reviewed during 2022.

### Vision, Mission and Values

Our vision is: Tū tāngata mauri ora, thriving together.

Our mission is: Whakawateatia e tātou he ara oranga, clearing pathways to wellbeing for all

Our values are:

**Tūhonotanga** – we are inclusive, connected and stronger for it

**Māia** – we are courageous and speak up about what is important to people

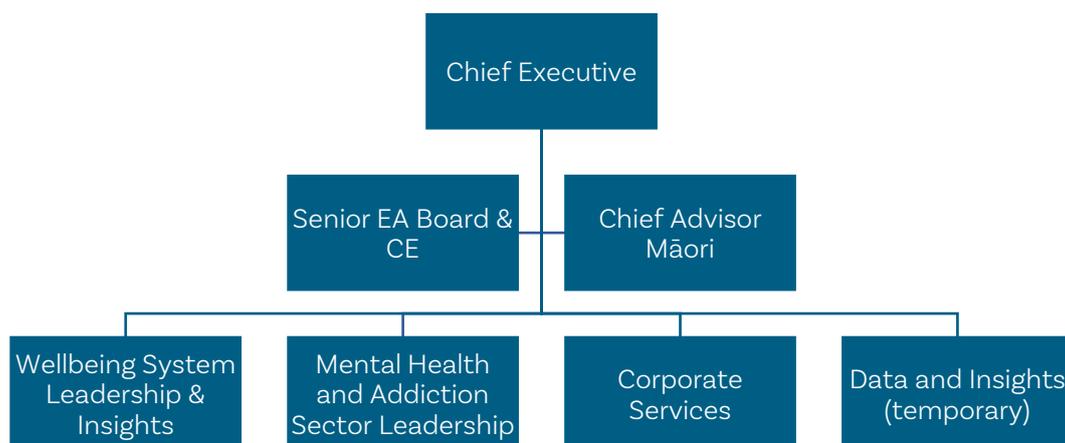
**Māramatanga** – we learn by listening, seek knowledge, and use it for good

**Tika** – we are fair and respectful in supporting pathways to wellbeing

**Aroha** – we work with compassion – we care about the work we do and the people of Aotearoa

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## Organisational Structure



### Position purpose

The Wellbeing System Leadership team provides transparent analysis and reporting on the mental health and wellbeing of all people and provides insights on how providers of services that impact people's wellbeing contribute to these outcomes.

The Principal Advisor Wellbeing System is an exemplar in the development and delivery of quality policy advice to improve New Zealanders' mental health and wellbeing within a complex and challenging policy space. The Commission has been established to be a thought leader in mental health and wellbeing, and the Principal Advisor Wellbeing System provides the intellectual heft to shape how Aotearoa New Zealand talks about wellbeing.

The Principal Advisor Wellbeing System will lead the Commission's analysis, assessment and reporting on the mental health and wellbeing of people in Aotearoa. This role is responsible for developing the monitoring, insights and advice that drive action to improve the wellbeing of New Zealanders.

This responsibility means developing specific insights products using the Commission's He Ara Oranga wellbeing outcomes framework as a mechanism for understanding, assessing and measuring wellbeing of New Zealanders. This includes maintaining and advancing the Commission's He Ara Oranga wellbeing outcomes framework and advocating its adoption in the wider social sector and wellbeing system.

### Key Accountabilities

#### Policy and performance

- Lead and develop the monitoring, advice and evidence that show 'what's happening' and 'what needs to change' in wellbeing for populations, with a view to driving investment and change
- Ensure all work reflects our responsibilities to uphold our commitment to uphold Te Tiriti o Waitangi and prioritise equitable wellbeing outcomes.

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- Provide thought and policy leadership within the Commission and work with others within the Commission and beyond to ensure our work produces analysis that is useful to Māori, people with lived experience of mental distress, illness and harm from addictions, and our other priority populations
- Take strategic and tactical approaches to achieve results through high quality policy advice
- Work closely with key stakeholders, including but not limited to, the Ministry of Health, government departments who provide services that impact the determinants of wellbeing, mental health and addiction services, people and networks of lived experience, Māori and Pacific communities and other agencies monitoring aspects of system performance, to embed the He Ara Oranga wellbeing outcomes framework as the dominant tool to measure wellbeing and inform advocacy
- Contribute to the administration of statutory obligations and commitments, including implementation, monitoring, reporting and reviewing of specific policy recommendations in co-operation with relevant stakeholders
- Responsible for the professional peer review of Policy Analysts and Senior Policy Analysts work to ensure quality, validity, accuracy and consistency
- Provide coaching and in-depth analytical support to Policy Analysts and Senior Policy Analysts.

### Health, safety and wellbeing

At Te Hiringa Mahara we expect all of our Individual Contributors to:

- Help maintain a safe working environment 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

### Key relationships

#### Internal

MHWC colleagues

#### External

Ministry of Health

Providers of Mental Health and wellbeing services

Other government agencies

Research organisations

### Person specification

#### Essential

- Significant experience in developing policy, working with, influencing and leading a range of stakeholders, as well as briefing Ministers understanding how issues play out and what is important to key stakeholders and the Government of the day

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- Significant experience in monitoring system performance indicators.
- Extensive experience working strategically and applying critical thinking, as well as sound judgment, in the development of options and provision of proactive, objective and high-quality policy advice, information and analysis.
- An understanding of Te Tiriti o Waitangi, Tikanga Māori and Mātauranga Māori or a strong desire to develop your experience in this area
- Demonstrated experience designing and applying new analytical approaches, especially in relation to measuring and assessing performance of complex systems
- Experience in designing work programmes and project planning to ensure delivery of work is on time and within budget
- Successful experience working with a diverse range of stakeholders and cultural contexts, with knowledge of Māori and/or Pacific Peoples
- Highly developed written and oral communication skills including the ability to quickly identify and clearly express core elements of an issue and communicate clearly and succinctly in a variety of communication settings and styles
- An appropriate tertiary level professional qualification and/or relevant work experience
- An understanding of the issues related to Mental Health and wellbeing
- A first-hand experience or strong interest in supporting those who have lived and are affected by mental illness, distress and/or addiction

This position description is intended as an insight to the main tasks and responsibilities required for the role and may be subject to change in consultation with the job holder.

## Diversity and Inclusion

Te Hiringa Mahara 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.

## Key Competencies

**Commitment to purpose** - is committed to the organisation's goals and strategies, and understands the socio-political context in which it operates

**Te ao Māori** - has the skills, understanding and confidence to work in true Te Tiriti o Waitangi partnership with Māori, as set out in the Te Arawhiti capability framework.

**Collaboration** - builds and maintains highly effective working relationships with stakeholders and partners.

**Teamwork** - builds and maintains highly effective working relationships with colleagues within the Commission.

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**Impact & advocacy** - is committed to creating system transformation and understands how to prioritise for greatest impact.

**Delivering results** - sets objectives, plans and organises activities and resources to achieve results.

**Analysis & judgement** - uses logical thinking and analysis to clarify and resolve problems and make decisions.