

POSITION DESCRIPTION

Oranga Tamariki—Ministry for Children



Title:	Regional Placement and Resource Coordinator
Group:	Services for Children and Families
Reports to:	Regional Manager/ Site Manager
Location:	As specified
Direct Reports:	No
Budget:	No

OUR ORGANISATION

About us

Oranga Tamariki—Ministry for Children is a Ministry dedicated to supporting any child in New Zealand whose wellbeing is at significant risk of harm now, or in the future. We also work with young people who may have offended, or are likely to offend. Our belief is that in the right environment, with the right people surrounding and nurturing them, any child can, and should flourish.

Our vision

Our vision is: New Zealand values the wellbeing of tamariki above all else.

Our purpose

Our purpose is: To ensure that all tamariki are in loving whānau and communities where oranga tamariki can be realised.

The Oranga Tamariki way

We're introducing a new way of doing things. A way of looking at the world that guides everything we do:



Our core outcomes

Our core outcomes are:

- All children and young people are in loving families and communities where they can be safe, strong, connected, and able to flourish
- Improved outcomes for all children, especially tamariki and rangatahi Māori.

POSITION PURPOSE

The purpose of the role is to ensure tamariki and rangatahi are supported with their placement and supported bail needs and the regional resources available are used effectively in the best interests of children and young people.

The purpose of the role is to arrange for the provision of resources in line with behavioural, intervention and risk plans developed for high needs children and young people and other tamariki in care as required.

The Regional Placement and Resources Coordinator will assist the regions to:

- Provide a safe and appropriate placement for children and young people;
- Provide oversight for Youth Justice young people detained in the community
- Ensure sound practice and culturally appropriate decisions occur;
- Manage critical emergencies and use all available resources to find suitable solutions;
- Identify a range of suitable, relevant and effective placement options; and
- Ensure resources are allocated appropriately in line with the needs of the children and young people.

The Regional Placement and Resources Coordinator will liaise with internal stakeholders and ensure that the children and young people have plans in place to mitigate risks and improve outcomes.

Externally they will work to build and maintain strong relationships and networks with external providers of placements and programmes that can assist children and young people towards the desired outcomes.

KEY ACCOUNTABILITIES

Key Result area	Key Accountabilities
Provision of Relevant and Effective Placements	<ul style="list-style-type: none">- Source and arrange emergency placements where no other alternative options are available- Ensure placements are suitable for behavioural difficulties, therapeutic and rehabilitative needs- Complete risk analysis under pressure to ensure safety of child or young person is met- Work closely with internal and external stakeholders to ensure safe handover of children and young people takes place and provide a placement briefing for each placement- Assess the understanding of behavioural, therapeutic and rehabilitative needs to ensure the placement aligns with the requirements of the child or young person to prevent further trauma or offending.- Build and maintain sound relationships and networks with internal and external stakeholders – includes National Office, Regional Managers, Sites, Partnering for Outcomes and NGO Providers.- Monitor placement and programme delivery and outcomes and work with providers to ensure effectiveness and full utilisation of resources.- Monitor the requirements of detention as required for Youth

Key Result area	Key Accountabilities
Gathering Information, undertake risk analysis and undertake data analysis and reporting	<p data-bbox="619 219 1177 253">Justice young people placed in the community.</p> <ul style="list-style-type: none"> <li data-bbox="571 264 1396 371">– Forging and maintaining strong relationships with NZ Police, Ministry of Education and Ministry of Health to share relevant information to enable a supported and collaborative approach. <li data-bbox="571 412 1396 519">– Monitor trends and gaps in placement and programme supply and provide reporting and analysis to National Office and Senior Leaders to support future resource planning and funding. <li data-bbox="571 530 1396 638">– Identify, mitigate and report risk through to the Executive Manager to ensure organisational risk is appropriately recorded and managed. <li data-bbox="571 649 1396 723">– Provide adhoc reporting as required on request from DCE's and other relevant stakeholders. <li data-bbox="571 734 1396 808">– Provide financial and cost data to financial analysts to support cost forecasting and budget management. <li data-bbox="571 819 1396 893">– Provide Youth Services Support Unit with information to ensure young people receive correct financial entitlements and support <li data-bbox="571 904 1396 978">– Gather information from various sources to enable comparative data analysis to inform placement or programme decisions <li data-bbox="571 990 1396 1064">– Articulate information gathered to various audiences and segment to enable tailored solutions to be identified. <li data-bbox="571 1075 1396 1144">– Ensure that management of risk occurs whilst maintaining confidentiality as per the Code of Conduct
Placement and Programme Quality	<p data-bbox="552 1189 1203 1223">Ensure the delivery of Placements and Programmes is:</p> <ul style="list-style-type: none"> <li data-bbox="571 1234 1396 1308">– In accordance with the Oranga Tamariki Act 1989, the Adoptions Act 1995 and other relevant legalisation; <li data-bbox="571 1319 1396 1352">– In compliance with government policy and service requirements; <li data-bbox="571 1364 1230 1395">– Consistent with the Departmental Code of Conduct.
Other Activities	<ul style="list-style-type: none"> <li data-bbox="571 1435 1396 1545">– Manage the placement, support and monitoring of children and young people in high needs and residential services and programmes. <li data-bbox="571 1556 1396 1666">– Provide leadership and regional coordination to sites in relation to high needs cases drawing on understanding of national and regional services. <li data-bbox="571 1677 1396 1751">– Facilitate workshops and provide capability coaching to sites and other stakeholders as required. <li data-bbox="571 1762 1396 1872">– Undertake visits to properties where children and young people reside to assess care environment including ensuring adequate detention (where applicable)
Being part of the Oranga Tamariki team	<ul style="list-style-type: none"> <li data-bbox="571 1912 1321 1946">– Actively and positively participate as a member of the team <li data-bbox="571 1957 1358 2031">– Proactively look for opportunities to improve the operations of Oranga Tamariki <li data-bbox="571 2042 1283 2076">– Perform any other duties as needed by Oranga Tamariki <li data-bbox="571 2087 1267 2119">– Comply with and support all health and safety policies,

Key Result area	Key Accountabilities
	<p>guidelines and initiatives</p> <ul style="list-style-type: none">- Ensure all incidents, injuries and near misses are reported into our H&S reporting tool- Comply with all legislative and regulatory requirements, and report any breaches as soon as they become known- Adhere to all Oranga Tamariki procedures, policies, guidelines, and standards of integrity and conduct- Demonstrate a commitment to and respect for the Treaty of Waitangi and incorporate these into your work.

KEY RELATIONSHIPS

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| Internal | <ul style="list-style-type: none">- Executive Manager- Senior Advisors- Regional Managers- Residence Managers- Team Leader Operations- High Needs Services team – National Office- Youth Justice Support team – National Office- Partnering for Outcomes- National Manager Clinical Services, Residences- Social Workers, Social Work Resource Assistants, Coordinators- Site Managers and Youth Justice Managers- Team Leader Clinical Practice- Residential Services National Office Teams – Youth Justice and Care and Protection- Other Oranga Tamariki Staff |
| External | <ul style="list-style-type: none">- NGO placement and programme providers- Police, Education and Health- Education and Health service providers- Youth Service Support Unit |

QUALIFICATIONS & EXPERIENCE

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| Qualifications | <ul style="list-style-type: none">- A relevant tertiary qualification in social worker, psychology, health or counselling is required.- A current, “clean” driving licence is essential. |
| Experience | <ul style="list-style-type: none">- Proven experience in a coordination, clinical or similar role working with a theoretical framework for the delivery of services to children and young people.- Advanced level competence in the use of the Microsoft Office suite, particularly Microsoft Word, Microsoft Outlook, Excel and PowerPoint- Knowledge of, and established links to, community networks and experience working in collaboration and conjunction with community service providers, other government departments, including effective work in cross cultural environments and contexts |
| Skills | <ul style="list-style-type: none">- Strong written and verbal communication skills and effective interpersonal skills.- Exceptional time management, organisation skills and the ability to remain calm and level-headed under pressure.- Well-developed presentation and delivery skills. |

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- Demonstrated empathy for working with children and young people.
 - Ability to work with a multi-disciplinary team to ensure the needs of children and young people are at the centre of decision-making.
 - Ethical practice and can work within professional boundaries.
 - Ability to demonstrate a high degree of consistency in behaviour at all times and act as a clear role model, generating confidence and commitment of others through his/her own ethical conduct.
 - Ability to consistently exercise discretion and inspire trust of staff and providers at all levels.
 - Tolerance and understanding.
 - Understanding and appreciation of cross cultural issues and concerns, in particular, knowledge of tikanga Maori and the kawa of local iwi, and those of the Pacific peoples
 - Understanding of the statutory role and objectives of child protection and youth justice
 - Good understanding of the impact of trauma on children and young people and what behaviours and challenges present as a result
 - Ability to analyse how these behaviours will present in a placement and an understanding of what an appropriate environment looks like.
 - Excellent relationship building skills.

An understanding of:

- The multi-factor determinants and influences of youth offending and trauma.
 - Social systems theory, ecological theory and how this informs assessment and intervention.
 - Behavioural theories and/or Cognitive-behavioural theory and how they inform assessment and intervention.
 - The theories of Child Development and Family Therapy and experience in applying these to intervention plans.
 - Presenting behaviours and challenges relating to mental health, disability and addictions in children, young people and adults.
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