**ANNEX 1**



**JOB DESCRIPTION**

**POSITION: Youth Wellbeing Peer Worker (Fixed Term)**

**REPORTS TO:** **Team Leader/Lead Youth Wellbeing Peer Support worker**

**HOURS OF WORK: 25 hours per week**

**PURPOSE OF POSITION:**

Health Action Trust provides a range of community and secondary based specialist peer  
support services across the top of the south – te tau ihu. In addition to these established  
services, we are partnering with Nelson Bays Primary Health and Marlborough Primary  
Health to establish three mobile wellbeing teams across te tau ihu, comprising clinical  
registered heath workers and youth peer support. The mobile wellbeing teams will provide  
services to youth aged 12-24 years, who are experiencing mild to moderate mental distress and their whanau/family.

The purpose of the Youth Peer Support roles is to provide tailored intentional peer support  
for young people in a respectful, collaborative, age and culturally appropriate way, in  
partnership with the Youth Clinical teams from Nelson Bays Primary Health and  
Marlborough Primary Health.

**Youth Peer Support Service Objectives**

* Provide immediate support to address the needs of young people experiencing distress
* Improve outcomes, equity, access and choice
* Build understanding of developmental needs of young people
* Develop insight into the barriers young people experience accessing services
* Offer a range of options of support – that are youth-appropriate and person centred
* Deliver in a space and in a way, that is comfortable and appropriate for young people
* Seamlessly connect young people to other relevant non-government organisations (NGOs), cultural, social, health support or other supports in the area.
* Support the young person to link-in with appropriate resources
* Support the young person through assessments including risk assessment.
* Support the process of referral to a specialist mental health or addiction service including crisis services
* To make a positive difference in the health and wellbeing of the enrolled population with  
  a clear focus on achieving equity

**Treaty of Waitangi**

Health Action Trust acknowledges and demonstrates commitment to the Treaty of Waitangi as the founding document of Aotearoa New Zealand and the status of Māori as Tāngata Whenua. The Treaty is the foundation for the development of biculturalism and Māori mental health throughout our organisation.

**Health and Safety**

Health Action Trust is committed to achieving the highest level of health and safety for its employees.   All employees are expected to take the initiative and identify, report and resolve issues that may cause harm to themselves or others in the organisation. As an employee of Health Action Trust, the health and safety of yourself, all employees, colleagues and visitors are your responsibility.  You are expected to work safely at all times, and to actively participate in health and safety programmes in your area.  It is required that you report all accidents, incidents or potential hazards to your direct line supervisor.

**KEY FUNCTIONAL RELATIONSHIPS:**

Internal - Chief Executive, Health Action Trust

* Manager Peer Support Services, Health Action Trust
* Team Leader – COMPASS YPMHA project
* Coordinator
* Other Health Action staff

External - Other Mental Health Service Providers

* Nelson Bays Primary Health
* Rangatahi tangata whaiora
* Whanau or support person of tangata whaiora
* NGO services

**Principal Accountabilities**

|  |  |
| --- | --- |
| **Key Accountability** | **Key Activities** |
| **Peer Support and Advocacy**  HAT PSW’s engage with young people in a safe and ethical manner in line with the principles of the Intentional Peer Support model. | * Meet with young people in partnership with youth clinician to establish support opportunities * Provide information to enable young people to make an informed decision about how to proceed with their goals, challenges and aspirations. * Act upon the wishes and instructions of the young people, except where to do so would create a risk to themselves or others * Support young people in relationship-building that may enhance personal and social skills in community settings. * Support and encourage young people to access youth specific community recreational, employment, educational and vocational services. * Meet regularly with the Team Leader and/or Coordinator to discuss practice and address any concerns or issues arising. * Work with the Team Leader to ensure that policies and procedures are applied correctly. * Creates an environment of mutuality, equality, understanding and safety in which the young person feels empowered to express themselves effectively. * Facilitate individual and group activity as appropriate. |
| **Relationships**  The youth peer support worker will develop and maintain effective, positive, non-judgemental therapeutic relationships. | * Young person and their family/whanau * General practice and health services * Community youth services and groups * Schools and training providers * Employment and careers advisors * Secondary and AOD services * Social services and child protection agencies * Mental Health Services * Youth Justice Providers * Other Primary and Secondary teams engaging with youth |
| **Day to Day Operations**  HAT youth peer support staffcontribute to the efficient andeffective running of NBPH youthservice initiative, providing a youthspecific safe, secure andcomfortable environment. | * Based on the understanding of the young person’s goals, HAT peer support worker collaborates in partnership with the Youth Clinicians to support the clinical process. * Individual, group and whanau sessions are supported and/or delivered. * Ensure that all relevant service documentation is accurate and up to date as directed by the Team Leader and Coordinator NBPH * Contact Clinical team and Team Leader immediately if there is a significant incident where the safety and health of staff and/or young person is at risk. * Support and mentor young people including carers and people at risk of offending. * Other duties as from time to time required pertinent to the role |
| **Teamwork and participation**  Staff work effectively andcooperatively with each other.  An active contribution is madeto the wider organization. | * Regularly attend and participate in staff meetings with the the mobile team and HAT COMPASS staff. * Provide opportunities to educate self and other team members and stakeholders in Intentional Peer Support * Close working relationship with the clinical team and Coordinator is developed * Clear documentation of all tangata whaiora related activity * Contribute to the development of Health Action Trust by participating in strategic planning processes and the collaborative development of policies and procedures |
| **Quality Management**  A quality service is delivered totangata whaiora. | * Ensure that reasonable measures are taken to maintain Health and Safety standards and follow correct reporting procedures. * Contribute to the team environment in which performance can be improved or enhanced, and objectives and plans can be achieved to high quality standards. * Work with the Team Leader and Coordinator to prepare for service audits as directed. * Encourage young people to complete service evaluations and provide feedback using youth friendly platforms |
| **Professional Development**  Regularly creates and takesadvantage of learning opportunities.  The learning gained fromprofessional development isreflected in practice. | * Actively participate in professional development and training as agreed with the Team Leader and Coordinator NBPH * Participate in professional supervision * Participate in regular Performance Reviews with Team Leader * Take all opportunities to obtain new skills and competencies which enhance delivery of service |
| **Ngā Tikanga Māori** | * Utilise Te Reo whenever possible and as appropriate * Attend to cultural practices of Māori, such as Te Reo, Powhiri, Whanaungatanga, Whānau ora, Karakia, Waiata, Wairuatanga and Manaakitanga * Assist in the establishment and maintenance of effective relationships with Iwi Māori Health, Mental Health Providers, General Practices and community agencies * Integrate Māori practice models alongside practice where possible * Tino Rangatiratanga is encouraged in all professional relationships * Undertake ongoing development and training in cultural development and/or through cultural competency training requirements. |
| **Health and Safety** | * Health and safety is considered to be everyone’s responsibility; all staff are required to actively contribute to maintaining a safe working environment * Demonstrate willingness and involvement in health and safety activities. * Maintain familiarity with and active involvement in the identification and management of health and safety. * Be familiar with and actively involved in the identification and management of Health and Safety issues, risks, policies and reporting processes applicable to all work-related environments. * Adhere to Health Action Trust’s Health and Safety policies and practices. |
| **Reducing Health Inequalities** | * Identify and work towards reducing barriers to increase participation for Māori , Pacific and other groups; * Support team members to advance the health and social wellbeing of tangata whaiora accessing services and support the reduction in health disparities and inequalities. |

**Person Specification**

# Skills and Experience

• Personal lived experience of mental illness or distress  
• An understanding of peer support models and practice, and the ability to apply this knowledge in different settings  
• Experience working with youth  
• The ability to manage time effectively and prioritize work  
• Strong oral communication skills  
• Ability to keep accurate written records  
• An understanding of the application of Te Tiriti o Waitangi  
• Current Driver’s Licence  
• Minimum qualification, Level 4 Health and Wellbeing and/or Youth Worker Cert or equivalent.  
• Proven track record assisting young people  
• Demonstrates a high level of understanding of youth culture.  
• Valid current first aid certificate

# Personal Qualities

• Enthusiastic, adventurous, creative and a sense of humour.  
• Good interpersonal skills with an ability to respond and relate with sensitivity and cultural  
appropriateness to a wide range of people  
• Ability to work as part of a co-operative team  
• Able to use initiative and work with minimal supervision at times  
• Flexibility to undertake a wide variety of tasks  
• Ongoing desire to improve own professional and personal development.  
• A strong sense and understanding of personal wellbeing