

## POSITION DESCRIPTION: Integrated Wellbeing Coach

About ADL	
<b>Vision</b> - the ambitious future state we are working towards	Empowering young people to live connected and meaningful lives.
<b>Treaty Commitment</b> - how we express our commitment as a Treaty partner	ADL works for Pae Ora/ healthy futures as determined by Māori and uphold the articles of Te Tiriti o Waitangi in our service to ensure equitable outcomes.
<b>Mission</b> - how we work to realise our Vision and Treaty Commitment, our unique contribution	ADL is a trusted not-for-profit providing accessible and sector-leading youth wellbeing, mental health, and substance misuse services.
<b>Purpose</b> - the reason we exist, the measurable difference we want to see realised in young people's lives	<p>ADL's purpose, for the young people we are invited to work with, is to:</p> <ol style="list-style-type: none"> <li>1. Increase their psychological wellbeing</li> <li>2. Ensure they have more resources to live a resilient, meaningful life</li> <li>3. Optimise our resources so that as many young people as possible have free, timely access to skilled practitioners who are well trained, resourced and supported in best practice service delivery.</li> <li>4. Resource their whānau to support them to respond to life events with resiliency.</li> </ol> <p>Additionally, ADL will:</p> <ol style="list-style-type: none"> <li>5. Resource communities to support their young people to respond to life events with resiliency.</li> <li>6. Contribute positively to the sector so those working with young people and their whānau have the skills, training opportunities, knowledge, and attitudes to support positive change.</li> </ol>
<b>Our Kaupapa:</b> - our values, how we go about all that we do, what is important to us	<p><i><b>Tika and Excellence</b></i> "Doing what's right, and just, and doing it well"</p> <p><i><b>Mauri and Dignity Enhancing</b></i> "Actively holding hope and vision for the future, everyone is valued and valuable"</p> <p><i><b>Kia tina and Adventure</b></i> "Having big dreams and going for them"</p> <p><i><b>Kotahitanga and Relationship</b></i> "Journeying together, doing it with heart"</p>

Position Purpose
<p>The role involves working alongside ADL's clinical staff to enhance the psychological wellbeing of young people aged 12 to 24 years. The role will be hands on and focused around the following:</p> <ul style="list-style-type: none"> <li>• Supporting young people and whānau waiting for the Thrive Te Pae Ora Service or transitioning into other internal or external services.</li> <li>• Directly supporting young people with mild needs and their whānau</li> <li>• Providing follow-up tele-health support for young people and whānau with mild needs</li> </ul>

<ul style="list-style-type: none"> <li>Working alongside clinicians with young people with moderate needs and their whānau</li> <li>Helping to navigate young people and their whānau to a wide range of pro social and wellbeing supports.</li> </ul>	
<b>Reports to:</b>	Service Leader
<b>Direct Reports:</b>	N/A

## Position Responsibilities

Directly supporting young people with mild needs and their whānau	<p>The role provides the following support:</p> <ol style="list-style-type: none"> <li><b>Support While Waiting</b> for internal or external services. The Wellbeing Coach will maintain regular contact with young people and/or whānau while they are on our waitlist or while they are waiting to be picked up by other services. This will not be face to face but rather via phone or other digital media. This will involve: <ul style="list-style-type: none"> <li>monitoring of wellbeing status and safety</li> <li>support to access self-directed digital and tangible resources <b>and</b> programmes</li> <li>support to access community resources.</li> </ul> </li> <li><b>Navigation Support</b> for young people and whānau that do not meet the criteria for the service or who would prefer to be self-managing. The Wellbeing Coach will navigate young people to appropriate community or other support, which would include online and digital resources.</li> <li><b>Follow-Up Support</b> for some young people who are experiencing “low-mild” distress by providing the follow-up check-ins for the young person and/or their whānau via phone or other non-face to face media.</li> <li><b>Direct Support</b> for some young people who are experiencing “mild” distress. It may also involve direct delivery of a range of prescribed core programmes to young people and whānau that are a combination of psychoeducation and skills development.</li> <li><b>Collaborative Support</b> for young people who are experiencing “moderate” distress, the Wellbeing Coach may be asked to work alongside the clinician to provide support to the young person and/or their whānau. This may involve any combination of the following: <ul style="list-style-type: none"> <li>prescribed core programmes that are a combination of psychoeducation and skills development</li> <li>Supporting access to and use of paper-based and online resources and tools</li> <li>Implementation and use of techniques in real life situations eg: sports clubs, library, school, workplace</li> <li>Actively linking into community resources and supports eg; Kapa Haka Groups, housing, Work and Income, primary health care, etc.</li> <li>Increasing pro social peer activity.</li> </ul> </li> </ol>
Scope of Role	<p>The following tasks and activities are in the scope of the role:</p> <ul style="list-style-type: none"> <li>Wellbeing screening</li> <li>Safety screening</li> <li>Goal setting</li> <li>Support while waiting for service (internal or external)</li> <li>Support to engage with digital resources</li> <li>Direct work via prescribed programmes with young people with mild psychological distress or substance use issues</li> </ul>

	<ul style="list-style-type: none"> <li>Family/whānau and peer inclusive practice</li> <li>Handover to internal service</li> <li>Referral on and/or linking to community supports or resources</li> </ul>
Other Tasks	<ul style="list-style-type: none"> <li>Other tasks as requested by the Service Leader.</li> </ul>

Key Relationships	
Internal	External
<ul style="list-style-type: none"> <li>Clinical Leader / Teina</li> <li>Clinicians</li> <li>Other Wellbeing Coaches</li> <li>Other ADL Teams and Service Leaders</li> <li>Other employees of ADL</li> </ul>	<ul style="list-style-type: none"> <li>Young people, whānau, and caregivers</li> <li>Local community groups, including Iwi</li> <li>Child Adolescent Mental Health Services Clinicians</li> <li>Other Mental Health and Wellbeing Services</li> <li>Education Sector</li> </ul>

Person Specifications		
Requirement	Essential	Preferred
Education/Qualifications	A minimum relevant level 4 NZQA certificate or preferably a higher qualification.	We would welcome applications from new graduates, including Occupational Therapy, Social Work, and counselling.
Knowledge and Experience	<ul style="list-style-type: none"> <li>Experience working with youth</li> <li>Understanding of mental wellbeing</li> <li>Strong communication skills</li> <li>Ability to work as part of a small team.</li> <li>Knowledge of strengths-based approach</li> <li>Knowledge of te reo and tikanga Māori. Good computer literacy and ability to use electronic note keeping systems.</li> <li>Full driver's license and clean police and MSD record.</li> <li>Preparedness to actively engage in physical activity alongside clients.</li> </ul>	<ul style="list-style-type: none"> <li>Previous experience in community support role or a proven track record of liaising and networking with others</li> <li>Knowledge of youth justice sector</li> <li>Capability to build rapport and advocate for young people.</li> <li>Knowledge of local youth services</li> </ul>
The way we work (expected behaviours)	<p><b>Stewardship of resources</b> We endeavour to make the most effective use of the resources available to us while at work, be they financial, material, time, environmental, relationships. We take the view that, to the best of our ability, these resources should be used to maximise the benefit to the young people we work with, their whānau and the communities they and we live in.</p> <p><b>The wellbeing of ourselves and others</b> We will ensure that our actions while at work enhance our own wellbeing and that of others.</p> <p><b>Diversity, discrimination, and stigmatisation</b></p>	

	<p>We will act in ways that enhance expressions of diversity, challenge discrimination and reduce stigmatisation. We will act in these ways within the workplace, with our clients and their whānau and in our communities.</p> <p><b>Integrity</b></p> <p>We will ensure that our behaviour while at work would always bear the scrutiny of others. In situations where we are unsure about the right thing to do or we think we may have a conflict of interest, we will ask and seek guidance. If we see someone else behaving in a way does not line up with our values we will not ignore it but address it with them and someone else if necessary.</p> <p><b>Connection, relationship, and trust</b></p> <p>We place high value on relationships and will work to ensure that they are healthy and supportive. We know that trust needs to be cultivated and commit ourselves to this. We also understand that there are circumstances where confidentiality must be upheld.</p>
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## Cultural Competency

ADL works for Pae Ora/ healthy futures as determined by Māori and uphold the articles of Te Tiriti o Waitangi in our service to ensure equitable outcomes.

All ADL team members will demonstrate this by:

- Engaging in ongoing development of their cultural competency using the Takarangi Competency Framework
- Committing to professional development, formal and informal to support continuous improvement
- Supporting ADL as a culturally safe place for our clients and their whānau, and our colleagues
- Actively participating in cultural supervision.

## Health & Safety

ADL believes the engagement of all team members in Health and Safety management is essential for good Health and Safety practice. All ADL team members will demonstrate their commitment to Health and Safety by:

- Ensuring their own Health and Safety and that of others around them
- Being actively involved in the management of hazards and risks their position might be exposed to
- Participating in all Health and Safety initiatives that apply to their position, and any other initiatives of interest
- With appropriate support and/or training provide suggestions and solutions for the improvement of Health and Safety practices at ADL.

- (i) any other duties as may be reasonably required by us from time to time.

Print Name:.....

Signature:..... Date:    /    /

**On Behalf of ADL:**

Print Name:.....

Signature:.....Date:    /    /