



# Abuse in Care

## Royal Commission of Inquiry

### Wellbeing Advisor

The Abuse in Care Royal Commission is investigating the abuse and neglect of children, young people and vulnerable adults who were in the care of the State and faith-based institutions between 1959 and 1999.

The Inquiry is examining what happened and why, and will make recommendations aimed at stopping this happening in the future.

Te Tiriti o Waitangi is the founding document of New Zealand and the Royal Commission is committed to applying the principles of Te Tiriti to the Inquiry - our terms of reference recognise the status of iwi and Māori under Te Tiriti, and ours is the first Inquiry of this nature that formally acknowledges its indigenous population in this way. The Inquiry will partner with Māori throughout the inquiry process and will give appropriate recognition to Māori interests, acknowledging the disproportionate representation of Māori (particularly of children and young people in care).

### Our vision

Transforming the way, we, as a nation, care for children, young people and vulnerable adults in our communities.

### Our values



**Fairness and balance**



**Independence and determination**



**Transparency**



**Aroha**

To learn more about the Royal Commission visit [www.abuseincare.org.nz](http://www.abuseincare.org.nz)

### Role details

<b>Business unit</b>	Survivor Accounts	<b>Directorate</b>	Survivor Accounts, Engagement and Communications ?
<b>Reports to</b>	Survivor Hauora Manager	<b>Location</b>	Wellington/Auckland

### What you'll do

The role is part of the Wellbeing Team which sits in the Survivor Accounts team. The Wellbeing Advisor will utilise their clinical expertise, providing trauma informed and mana enhancing wellbeing support to survivors who engage with the Royal Commission.

The Wellbeing Advisor plays a key role in ensuring the appropriate wellbeing support is provided to all survivors who engage with the Royal Commission.

**Accountabilities**

**Responsibilities**

Initials \_\_\_\_\_

Wellbeing Support for Survivors	<ul style="list-style-type: none"> <li>▪ Apply a trauma informed and mana enhancing wellbeing approach to all survivors</li> <li>▪ Provide screening assessment and referrals to appropriate health professions as required</li> <li>▪ Develop wrap-around care packages for survivors as they prepare for private sessions, written accounts, witness statements, public hearings and other engagements.</li> <li>▪ Implement wellbeing support in collaboration with survivors following their account</li> </ul>
Case Management	<ul style="list-style-type: none"> <li>▪ Liaise with, and be part of a clinical multi-disciplinary team in delivering fit for purpose outcomes for survivors as required</li> <li>▪ Ability to facilitate the appropriate priority support</li> <li>▪ Facilitate positive relationships with external wellbeing providers</li> <li>▪ Support and advise the Contact and Support Centre on interactions with survivors</li> </ul>
General Support	<ul style="list-style-type: none"> <li>▪ Reporting of themes and establishing mechanisms to address these</li> <li>▪ Providing day to day operational support to business units and leaders to embed the Royal Commission wellbeing policy and collaboratively deliver on the Survivor Accounts <b>workplan</b></li> <li>▪ Keep survivor notes in Arahiko updated immediately after interactions with survivors and/or others</li> <li>▪ All other duties as required</li> </ul>
Scope of Practice	<ul style="list-style-type: none"> <li>▪ Understand the important of professional boundaries</li> <li>▪ Maintain a strict sense of professional ethics, confidentiality and privacy, and abiding by the public service Code of Conduct</li> </ul>
Te Tiriti o Waitangi	<ul style="list-style-type: none"> <li>▪ Support a focus within the Inquiry that is consistent with Te Tiriti o Waitangi.</li> </ul>
Risk Management	<ul style="list-style-type: none"> <li>▪ Comply with specific legislative requirements, adhere to the Royal Commission’s policies and procedures, and report or escalate risks, issues and events.</li> <li>▪ Maintain a strict sense of professional ethics, confidentiality and privacy, and abiding by the public service Code of Conduct.</li> <li>▪ Wellbeing, screening and risk assessment to survivors.</li> </ul>
Health and safety	<ul style="list-style-type: none"> <li>▪ Take reasonable care for their own health and safety, including regularly attending professional supervision</li> <li>▪ Take reasonable care that they do not adversely affect the health and safety of other people</li> <li>▪ Co-operate with any reasonable workplace policy or procedure that has been communicated</li> <li>▪ Comply, with any reasonable instruction that is given by the Commission to allow it to meet with its health and safety obligations.</li> </ul>

## Qualifications and experience

<b>Qualifications</b>	<ul style="list-style-type: none"> <li>▪ Registered mental health professional</li> <li>▪ Current practicing certificate</li> </ul>
<b>Experience and knowledge</b>	<p>Strong demonstrable knowledge of and experience in:</p> <ul style="list-style-type: none"> <li>▪ Membership with relevant professional association required</li> <li>▪ Experience working in and knowledge of culturally diverse environments</li> <li>▪ Experience working in a mana-enhancing way</li> <li>▪ Experience working with trauma</li> <li>▪ Experience in complex case management</li> <li>▪ The role of the public service, the machinery of government and the independent role of a Royal Commission.</li> <li>▪ All aspects of communications including written, verbal and relationship management.</li> <li>▪ Experience and good understanding of wellbeing</li> </ul>
<b>Variations to Duties</b>	<p>Duties and responsibilities described above should not be construed as a complete and exhaustive list as it is not the intention to limit in any way the scope or functions of the position. Duties and responsibilities can be amended from time to time either by additional, deletion or straight amendment to meet any changing conditions, however this will only be done in consultation with the employee.</p>
<b>Inclusion and Diversity</b>	<p>Here at the Royal Commission, we foster relationships with all people, including Māori, Pacific People, LGBTTIQA+, and disabled communities.</p> <p>Your work life balance is important to us. We acknowledge that non-standard working practices can often be a preferable way for people to work to help them maintain a healthy work-life balance. We will proactively work with you to make your flexible working arrangement work where possible.</p>
<b>Travel</b>	<p>Travel throughout New Zealand may be required in this role.</p>

## Role dimensions

### Reports

Direct reports	Nil	Indirect reports	Nil
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Financial Delegations:	Nil	Non-Financial Delegations:	Nil
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### Key relationships

<p>Internal</p> <ul style="list-style-type: none"> <li>▪ Survivor Hauora Manager</li> <li>▪ Other colleagues within the Survivor Accounts business unit</li> <li>▪ Other Royal Commission employees</li> </ul>	<p>External</p> <ul style="list-style-type: none"> <li>▪ Statutory bodies and other agencies associated with the Department</li> <li>▪ Survivors</li> <li>▪ Allied health practitioners</li> <li>▪ NGOs and community support services</li> </ul>
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### Your success profile for this role

At the Royal Commission, we have a Capability Framework to help guide our people towards the behaviours and skills needed to be successful. The core success profile for this role is [Specialist](#).

#### Keys to Success:

- Problem solving
- Critical thinking
- Interpersonal savvy
- Navigating complexity
- Communicating with influence
- Technical and specialist learning

Last reviewed

June 2022