

POSITION DESCRIPTION

Position Title	Community Social Worker
Service	Tararua Community Services
Location	Dannevirke
Reporting to	Team Leader, Social Work Practice
Direct Reports	Nil
The Organisation	<p>Anglican Care Waiapu (ACW) is the social services arm of the Anglican Diocese of Waiapu. We have services in Bay of Plenty, Tairāwhiti, Hawke’s Bay and Tararua. We support tamariki, whānau, and communities with our family and community services, early childhood education centres, Whānau Aroha centres, grief counselling services and older people’s programmes.</p> <p>Waiapu Kids Early Childhood Services provide quality early childhood education and care reflecting the service philosophy and organisational kaupapa and values.</p>
Our Vision	<p>Te Oranga Ake – Flourishing Together.</p> <p>Our vision reflects our deep belief that true wellbeing is nurtured through strong relationships, shared purpose, and joyful connection. Whether through early childhood education, family and community services, support for older people or grief programmes, we walk alongside our communities to foster resilience, equity and hope.</p> <p>Together, we are growing a future where Aroha (love), Rongo (peace) and Hari (joy) are lived values – woven into every interaction, every service and every story.</p>
Our Purpose	<p>Growing Te Oranga Ake o te Iwi o te Ao.</p> <p>To acknowledge, enhance, sustain and restore Te Oranga Ake o te Iwi o te Ao and the wellbeing of communities in the Diocese of Waiapu.</p>
Values	<p>The values that drive our organisational culture and behaviour:</p> <hr/> <p>Aroha (Love) A life grounded in love.</p> <hr/> <p>Rongo (Peace) A life lived in peaceful relationship.</p> <hr/> <p>Hari (Joy) A life lived with joy seeking to fulfil potential.</p>

Position Title	Community Social Worker	
Position Summary	The Community Social Worker is part of the Social Work Practice Team and is based in Dannevirke. The Community Social Worker is responsible for providing social work support and advocacy for community members, with a focus on older people, helping to connect people with services, programmes and activities that reduce social isolation and the risk of abuse or neglect.	
Working Relationships	Internal CEO GM Community Services Senior Leadership Team Operational Management Team Team Leader, Community Programmes Tararua Community Services Staff Other Anglican Care Waiapu Staff Diocese Shared Service Staff Parish staff HR Advisor	External Whānau/Family/Tangata Whaiora Tararua Oranga Tamariki Health and Social Services Iwi and Hāpu ki Tamaki nui ā Rua Family and Community Law Providers NZ Police Other government organisations
The following expected outcomes are provided as a guide for performance standards in the Key Result Areas (KRA's).		
KRA'S	EXPECTED OUTCOMES	
KEY RESULT AREA 1: Organisational Leadership	<ol style="list-style-type: none"> 1. Actively promote and role model ACW's purpose, strategy, vision, and values to build a strong cohesive culture across the organisation. 2. Inspire, lead, and influence others to commit to and have pride in ACW and our work. 3. Share a commitment to change and a focus on operating to achieve results. 	
KEY RESULT AREA 2: Clinical Activities and Practices	<ol style="list-style-type: none"> 1. Take responsibility for the service delivery and evidence-based intervention of a community social work service. 2. Work with Tararua whānau/families to support them with their specific needs. 3. Regularly work alongside the Safer Seniors & Family Harm Practitioner to create client plans, identify any risks and ensure safety plans are completed if necessary. 4. Liaise with relevant linking agencies including Tararua Community Services staff, Police, Oranga Tamariki and other health and social services professionals. 5. Offer support for individuals and their whānau/families, including; <ul style="list-style-type: none"> • Assessment • Plans with clear client goals • Regular reviews • Linking interventions including programmes with identified needs in assessment and client goals • Concise case notes which are timely and accurate • Collecting and recording case management and inputting data for contract reporting into EXESS data base (training provided) • Review of plans and goal achievement with clients 6. Work in conjunction with the Team Leader or Manager, to ensure reporting systems comply with Anglican Care Waiapu Policies and Procedures, best practice guidelines, Ministry Service Guidelines and Standards of Approval. 	

	<ol style="list-style-type: none"> 7. Consult promptly with the Team Leader or Manager regarding any ethical concerns, boundary issues or safety issues including reports of concern. 8. Use of theoretical models and practice that are strengths based, including bicultural and holistic approaches. 9. Work with co-workers /team members at Tararua Community Services to provide a multi-disciplinary support service as appropriate for whānau/families. 10. Maintain professional body accreditation. 11. Actively seek feedback from clients through the organisations client evaluation process or by documenting verbal feedback in Exess.
<p>Key Result Area 3:</p> <p>Te Tiriti O Waitangi and Bi-cultural Competencies</p>	<ol style="list-style-type: none"> 1. Applies the organisations cultural competencies framework or equivalent. 2. Te Ao Māori concepts and tikanga are integrated into practice where appropriate. 3. Demonstrate inclusiveness and respect for diversity of languages and cultures. 4. Demonstrate a commitment to Te Tiriti o Waitangi.
<p>KEY RESULT AREA 4:</p> <p>Health and Safety</p> <p>To promote the well-being and safety of children, whānau, staff and visitors through compliance with internal and external policies, procedures and regulatory requirements</p>	<ol style="list-style-type: none"> 1. Promote and demonstrate a safety-first culture. 2. Take reasonable responsibility for your own health and safety and ensure that your actions don't cause harm to yourself or others 3. Comply with ACW health and safety policies, procedures and guidelines and relevant legislation such the <i>Health and Safety in Employment Act</i>. 4. Participate actively in health & safety processes at the site. 5. Maintain an awareness of, and mitigate, safety and risk in the environment, reporting any concerns related to health and safety to the manager in a timely way. 6. Ensure an environment where people feel secure, comfortable and confident. 7. Maintain familiarity with the organisation's Elder Abuse Policy and Procedures and ensure any concerns are dealt with promptly as per the procedures. 8. Understand and be aware of cultural considerations which may impact on health and safety matters.
<p>KEY RESULT AREA 5:</p> <p>Organisational expectations</p>	<ol style="list-style-type: none"> 1. Conduct all duties and behaviour in line with Anglican Care Waiapu Policies and Procedures. 2. Demonstrate an understanding of, and commitment to, ACW's vision, mission, strategy, and organisational values. 3. Complete any administrative duties relevant to the role 4. Flexibility and willingness to perform a variety of tasks is demonstrated 5. Ensure work priorities, personal workload and stress levels are managed. 6. Attendance at meetings and training as required 7. Assist other team members within Anglican Care Waiapu to achieve organisational objectives wherever required. 8. Perform other duties that arise from time to time as required.
ROLE REQUIREMENTS	
QUALIFICATIONS / REGISTRATION	<p>Essential</p> <ul style="list-style-type: none"> • A relevant qualification that provides a framework for client case work, preferable with registration accreditation from a recognised NZ professional body. • Full, clean NZ Driver's License.

	Desirable <ul style="list-style-type: none"> • Current First Aid Certificate 		
EXPERIENCE, SKILLS AND KNOWLEDGE	Experience <ul style="list-style-type: none"> • Proven experience, or a desire to, work with older people • Programme and facilitation experience is preferable • Managing client case work and client databases Skills and Knowledge <ul style="list-style-type: none"> • Enthusiasm, energy and a passion for working with older people • Basic understanding of Te Reo & Tikanga Māori and a willingness to grow in this area • Client relationship skills • Effective and confident use of IT platforms and databases, preferably Office365. • Effective planning and organisational skills • Excellent communication skills • The ability to cope with change and the demands of a busy workload • Ability to actively build relationships with community networks • Openness, authenticity and understanding • Enthusiasm about change and professional learning • An affinity with the Anglican church and its mission 		
<p>Declaration: This position description may be required to be changed from time to time by Management as the requirements of the organisation changes. The employee agrees that the contents of their position description may be amended, added to, or varied from time to time by the employer, after consultation with the employee.</p>			
Date Effective			
Employee name and signature		Date	
Signed on behalf of Employer Manager Name and signature		Date	