

UNIVERSITY OF OTAGO
ŌTĀKOU WHAKAIHU WAKA

JOB DESCRIPTION

ROLE TITLE:	Kaitohutohu Rangahau Hauora Māori, Māori Health Research Advisor.
DEPARTMENT:	Māori Indigenous Health Innovation (MIHI).
SCHOOL / DIVISION:	University of Otago, Christchurch.
REPORTS TO:	Head of Department, MIHI, UOC.
DIRECT REPORTS (FTE):	Nil.
INDIRECT REPORTS (FTE):	Nil.

1. PRIMARY PURPOSE OF THE ROLE:

- To develop and implement strategies and processes to increase the responsiveness of the University of Otago, Christchurch (UOC) research to the needs and aspirations of Māori and to actively promote developments in this area.
- To ensure the establishment and implementation of policies and strategies aimed at maximising Māori responsive research and to promote the development of a Māori research workforce.
- To develop policy and practice that will enable researchers at UOC to design and implement
- research which is responsive to the needs and aspirations of Māori.
- To develop a credible presence for the UOC in the Māori community and provide
- opportunities for UOC researchers to contribute to Māori health advancement.

2. ACCOUNTABILITIES:

Development of policy and strategy for the UOC:

- Identify key areas for development that will enable researchers to increase their responsiveness to the needs and aspirations of Māori.
- Develop and implement the research strategy at the UOC and identify the place of Māori - responsive research within the UOC and University of Otago's broader research and strategic plans.
- Develop best practise guidelines to assist researchers in their efforts with research that is responsive to the aspirations of Māori.
- Develop information and training packages to assist researchers to develop and implement
- Māori-responsive research.
- Work closely with the Māori Research Development Komiti (MRDK) to increase the effectiveness of UOC policy to ensure responsiveness to Māori.
- Report to the Associate Dean Research (UOC) on the development of initiatives aimed at increasing responsiveness to Māori and on the analysis of relevant university, government and funder policy and practise where appropriate.

Relationship between UOC and Ngai Tahu:

- Identify key stakeholders within Ngai Tahu organisations and groups.
- Develop appropriate processes to assist with the maintenance of relationships between UOC and Ngai Tahu, both at Iwi and local Runaka level.
- Provide guidance for researchers in developing and maintaining appropriate relationships with Ngai Tahu.

Development of UOC profile within the Māori community:

- Identify the aspirations of the Māori community in the area of health research and communicate this to the research community.
- Establish meaningful relationships with the Māori community in order to identify Maori health stakeholders within the community.
- Support UOC researchers to disseminate the results of research projects to the Māori community.
- Initiate and facilitate contact between UOC researchers and potential Māori collaborators.
- Work with the UOC Communications Officer to ensure local research receives appropriate publicity, both locally and nationally.

Development of Māori research capacity:

- Identify opportunities to build Māori health research capacity at UOC, including potential funding opportunities.
- Determine resource needs and policy development required to facilitate an increased Māori research capacity at UOC.
- Initiate and co-ordinate shared programmes with other Māori research organisations as appropriate.
- Develop and implement initiatives to support Maori research capacity at UOC.

Relationships with internal and external stakeholders:

- Identify and establish relationships with key internal and external stakeholders (e.g. MRDK, MIHI, CDHB, government ministries, local tertiary institutes).
- Establish and maintain relationships with the major funding bodies to ensure the UOC research is in line with Māori -responsive research strategies.
- Prepare submissions to funding organisations and/or government bodies where appropriate as requested by the Associate Dean (Research) or MRDK.

3. KEY RELATIONSHIPS:

Internal:

- Associate Dean (Māori) UOC.
- Māori Research Development Komiti.
- Research and Enterprise Office.
- UOC Research Office Advisors.
- Business and Operations Manager.
- Communications Officer.
- Laboratory Manager.
- Research and Academic Staff.
- MIHI staff.
- Kaitohutohu Kaupapa Māori (advisor to the Vice Chancellor).
- Research Manager - Māori (Wellington).
- Research Manager – Māori (Dunedin).

External:

- Canterbury District Health Board Director of Māori and Pacific Health (CDHB).
- Iwi and Māori Community:
 - Local Runaka and iwi.
 - External relationships with various Māori organisations and community groups in Christchurch and nationally.
 - Māori researchers and administrators in other universities.
 - Māori Ethics Committee Members.

4. QUALIFICATIONS & EXPERIENCE:

Essential:

- Excellent working knowledge of te reo me nga tikanga Māori and its application in research.
- Excellent knowledge of, and familiarity with, local and national Māori organisations.
- Excellent communication skills, both written and verbal.
- Demonstrated ability to develop and maintain positive and effective networks within the community, both Māori and non-Māori.
- Initiative and the ability to work independently and to problem-solve.
- The ability to interact effectively with a wide variety of individuals and groups.
- Excellent organisational skills.
- Excellent negotiating skills.

Preferred:

- In depth understanding of health research practice and ethics and project management.
- A tertiary qualification that reflects an understanding of academic research processes.

5. TECHNICAL SKILLS & KNOWLEDGE:

NIL

6. SPECIAL REQUIREMENTS:

NIL

7. DIRECT BUDGET ACCOUNTABILITY:

Expenditure to \$2000 per item within budget as set.

8. MĀORI STRATEGIC FRAMEWORK:

Act in a manner consistent with the principles and implications, as well as the University's commitment to the Treaty as articulated in the Māori Strategic Framework.

9. PACIFIC STRATEGIC FRAMEWORK:

Act in a manner consistent with the strategies and goals contained in the University's Pacific Strategic Framework, role-modelling and promoting Pacific values, equity and diversity principles and cultural safety practices.

10. HEALTH & SAFETY:

Act and work in a manner compliant with current health and safety at work legislation and University procedures, frameworks and guidelines. Role model safe behaviour and practices, share the responsibility to prevent harm and contribute to a safe campus and work environment, including raising workplace health and safety concerns for self, students, visitors and other staff.

11. SUSTAINABILITY:

Act in a manner consistent with the University's sustainability commitments; role-modelling sustainable practices, with a particular emphasis on minimising the environmental impact of day- to-day activities.