



Position Description

Kaiarahi Waranga | Alcohol and Other Drugs Practitioner

Note: the aim of this position description is to provide a contextual explanation of the role and as such will not be a full list of tasks and duties that an incumbent may reasonably be expected to perform.

Location	Auckland Region
Reports to	Service Manager – Integrated Health Services
Team	Te Paerangi
Portfolio	Integrated Health Services – North
Direct Reports	Nil

Organisation Objective

Mahitahi Trust is a not-for profit organisation who deliver kaupapa led Māori services across health, education, social, employment and housing via integrated services based on Ngā Tikanga Māori (Māori cultural beliefs and practices). The overarching commitment of Mahitahi is to improve the well-being of individuals and whānau, assisting people in their desire to regain mental wellness through a range of overlying services with foundations firmly grounded in the nurturing of wellness.

Job Overview:

As an Alcohol and Other Drugs (AOD) Practitioner, you will be a vital member of our clinical team, contributing to the well-being of individuals facing substance abuse challenges. The AOD Practitioner is instrumental in facilitating positive change, fostering resilience, and improving the overall quality of life for individuals affected by substance use disorders.

Key Responsibilities:

1. Assessment and Evaluation:

- Conduct comprehensive assessments to understand clients' substance abuse history, mental health status, and related factors.
- Utilize standardized tools and diagnostic criteria to evaluate the severity of addiction and develop individualized treatment plans.

2. Individualized Treatment Planning:

- Collaborate with clients to establish realistic and achievable treatment goals.
- Develop and implement evidence-based treatment plans tailored to meet the unique needs of individuals.

3. Individual and Group Counselling:

- Provide counselling services to individuals and facilitate group therapy sessions.
- Employ a variety of therapeutic techniques to address substance abuse issues, co-occurring disorders, and underlying issues contributing to addiction.

4. Education and Prevention:

- Conduct educational sessions on substance abuse prevention, harm reduction, and related topics for individuals, families, and community groups.
- Stay informed about current trends in substance abuse and integrate relevant information into educational materials and presentations.

5. Crisis Intervention:

- Respond promptly to crises, providing immediate support and implementing appropriate interventions to ensure client safety.

6. Cultural Sensitivity:

- Approach all interactions with cultural sensitivity, acknowledging the cultural context of Māori traditions and adapting practices accordingly.

7. Collaboration:

- Work collaboratively with other healthcare professionals, social services agencies, and community resources to provide comprehensive care.
- Actively participate in case conferences, team meetings, and interagency collaborations to enhance the overall treatment approach.

8. Documentation:

- Keep accurate and up-to-date client records in accordance with legal and ethical standards.
- Generate reports to track progress, outcomes, and any necessary modifications to treatment plans.

9. Confidentiality and Boundaries:

- Adhere to the [Tikanga Matatika](#) ethical standards and codes of conduct.
- Respect client confidentiality and privacy.

10. Professional Development:

- Stay informed about developments in the field of mental health and addictions.
- Participate in ongoing training and professional development to enhance skills and knowledge.

11. Flexibility and Adaptability:

- Be available for flexible working hours, including evenings and weekends.
- Adapt to the changing needs of clients and the organisation.

Tikanga/Cultural Competency

- Understanding of te reo Māori me ona Tikanga Māori
- Acknowledge and incorporate Mahitahi Trust's eight Pou into all areas of day-to-day duties and responsibilities.
- Display a willingness to work positively with organisational strategies to improve health outcomes for Māori.
- Affinity to working with kaimahi, whanau whaiora and whānau.
- Contribute to an inclusive learning environment that acknowledges uniqueness as part of the whole.

Health, Safety and Security

- Provide active input to all Health and Safety meetings, processes, and practices.
- Undertake all work in a safe manner and follow all company and workplace Health and Safety procedures.
- Follow procedures in relation to the correct operation of equipment and the use of PPE (Personal Protective Equipment) when required.
- Adhere to the Health and Safety policies and procedures of Mahitahi Trust.
- Accurately report incidents and accidents within 24 hours of an incident occurring

Quality Assurance

- Work with Mahitahi Trust to define and implement strategies to support continuous quality improvement for the organisation, whanau whaiora and the team.
- Actively participate in and contribute to internal and external quality improvement activities as required.
- Educate / inform according to best practice guidelines and training.
- Work closely with Mahitahi Trust to identify opportunities for continuous quality improvement in the delivery of services.
- Actively contribute to continuous quality improvement activities ensuring that whanau whaiora and whānau needs are met and exceed their expectations.
- Always adhere to the Policies and Procedures of the Organisation.
- Contribute to the organisations Tikanga Best Practice Guidelines (policies and procedures)

Smoke Free NZ 2025

- Actively and positively promote smoke-free initiatives.
- Always comply with the Smoke Free Environment policy.
- Complete and keep up to date any and/all Smoking Cessation training as required.

- Record the smoking status, brief intervention, and cessation referral information into the Trusts CMS (Client Management System) at entry and review this information every six months thereafter.

Treaty of Waitangi – Toi Tu te Tiriti

- Contribute to the promotion of the principles of Te Tiriti o Waitangi.
- Include the principles of the Te Tiriti o Waitangi within all aspects of the role and its outcomes.
- Attend the Mahitahi Trust Te Tiriti o Waitangi Training

Qualifications and Skills:

- DPAANZ recognised applied addiction qualification. Refer: <https://dapaanz.org.nz/membership/registration-criteria-qualifications/#draaq>
- Strong understanding of evidence-based practices in addiction treatment.
- Excellent communication and interpersonal skills.
- Knowledge of motivational interviewing techniques.
- Empathy, patience, and a commitment to client-centered care.
- Ability to work effectively in a team-based environment.

Personal Attributes:

- Cultural sensitivity and respect for Māori traditions.
- Ethical and responsible.
- Patience and resilience.
- Open-mindedness and a non-judgmental attitude.
- Collaborative spirit.
- Commitment to personal and professional growth

Desired:

- DPAANZ registration

Requirements:

- Recognised qualification for DPAANZ registration
- A Full and Valid NZ driver's license
- Police Vetting
- MoJ Vetting Check

Benefits:

- Flexible Work Practices
- EAP services
- Long Service Awards
- Revitalisation Days
- Life Insurance
- Opportunities for professional development and training.
- Supportive and collaborative team environment.

Consultation

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Employee Signature: _____ Date: _____