

Role Description

Kaikōkiri Toi Māori



Position Details

Role	Kaikōkiri Toi Māori	Position Type	Annual review (1+1+1)
Reports to	Kaikōkiri Ratonga Mema (Member Services Coordinator)	Direct Reports	Nil
Location	Wairau	Date	April 2023

Rangitāne Overview

Mā tāu rourou, mā tāku rourou, ka ora te iwi

With your basket, and mine, the people will be fed (sustained)

Te Rūnanga a Rangitāne o Wairau exists to protect and enhance the benefits derived from the settlement of our treaty claims for future generations.

The Rūnanga is the mandated iwi authority for the South Island section of Rangitāne iwi providing management services and advocacy for our people, our environment, our commercial and customary fisheries, our claims settlements, and discrete social services.

Fundamentally, we are here to uphold the mana of Rangitāne o Wairau.

Our Key Values

RANGATIRATANGA Chiefly Behaviour	KOTAHITANGA Unity	KAITIAKITANGA Guardianship	MANAAKITANGA Care	WHANAUNGATANGA Relationships
<p>Kia pono, kia ngākau māhaki, kia mana-ā-kī</p> <p>Leading with honour, humility and integrity</p>	<p>Kia mahi tahi, kia kauuanu tētahi ki tētahi</p> <p>Working together, respectfully, as one</p>	<p>Tiakina ā tātou taonga kei ngaro</p> <p>Embracing our responsibility to protect, preserve and enhance our taonga</p>	<p>Kia tangata marae, kia manaaki tētahi i tētahi</p> <p>Upholding mana with hospitality, generosity and service</p>	<p>Kia renarena te taukaea tangata, tātou, tātou!</p> <p>Valuing our relationships and ensuring a shared sense of belonging</p>

Key Relationships and Stakeholders

Internal	Nature of Relationship
Kaikōkiri Ratonga Mema	Reporting and support in delivery
Team	Provide administrative support to Kaikōkiri Toi Māori
GM/Trustees	Seek advice and direction

Prepared by:	General Manager	Approved by:	Te Rūnanga a Rangitāne o Wairau Trust		
Version:	1	Date:	April 2023	Review by:	April 2024

Purpose of the Role

This role has been created in alignment with our Strategic Plan, and in particular our Mana Ahurea Objective, which is as follows:

“Taku Rangitānetanga, taku mana, taku oranga!”
“Our Rangitāne identity is our pride and livelihood”

The role is specifically focussed at on Toi Māori, with the appointed representative expected to consult, engage and carry out events to teach and experience Toi Māori in alignment with the agreed Rangitāne Annual Operating Plan. This is a fixed term voluntary role to support Te Rūnanga a Rangitāne o Wairau in providing a pathway for whānau members to have opportunities to meet, learn, and revive toi whakaari (arts) eg. whakairo, raranga and tukutuku.

Key Tasks

- **Planning:** supported by the Kaikōkiri Ratonga Mema, the Kaikōkiri Toi Māori will identify opportunities for providing learning experiences for whānau members. This includes:
 - Forming a support rōpū to tautoko Kaikōkiri Toi Māori with events and wānanga.
 - Create an annual event plan and cost estimates for events/wānanga.
 - Present annual plan to Kaiwhakahaere Matua (General Manager) with a proposal for funding before year end for Trustee consideration and budgeting.
- **Events:** plan and execute events with support from the Toi Māori rōpū, Kaikōkiri Ratonga Mema and the rūnanga office.
- **Reporting:** provide a monthly report and update to the Kaikōkiri Ratonga Mema. Report to the Kaiwhakahaere Matua (General Manager) and Trust Board on an as required basis.
- **Kotahitanga:** work closely with other Ngā Rōpū Kaikōkiri Mana Tangata, rūnanga staff and members for events, planning and developing new initiatives.
- **Manaakitanga:** where reasonably practicable, be available to manaaki whānau and manuhiri at other Rangitāne o Wairau events/activities

Requirements

- Be a registered iwi member or at the endorsed discretion of the Trust.
- Good communication and organisational skills.
- Commitment to strengthening whānau knowledge & skills with this Kaupapa.
- Police check clearance in adherence to the Child Protection Act.
- Adheres to Rangitāne o Wairau key values and be supportive of the Trust and its objectives.
- Ability to provide monthly feedback to Kaikōkiri Ratonga Mema (template provided).

Remuneration

The Remuneration Policy provides for remuneration of \$250 month. This is subject to a minimum of 4 hours mahi a month and monthly reporting and is at the discretion of the Kaiwhakahaere Matua (General Manager). Disbursements must be approved in advance by the Kaikōkiri Ratonga Mema or Kaiwhakahaere Matua and may be claimed separately.

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