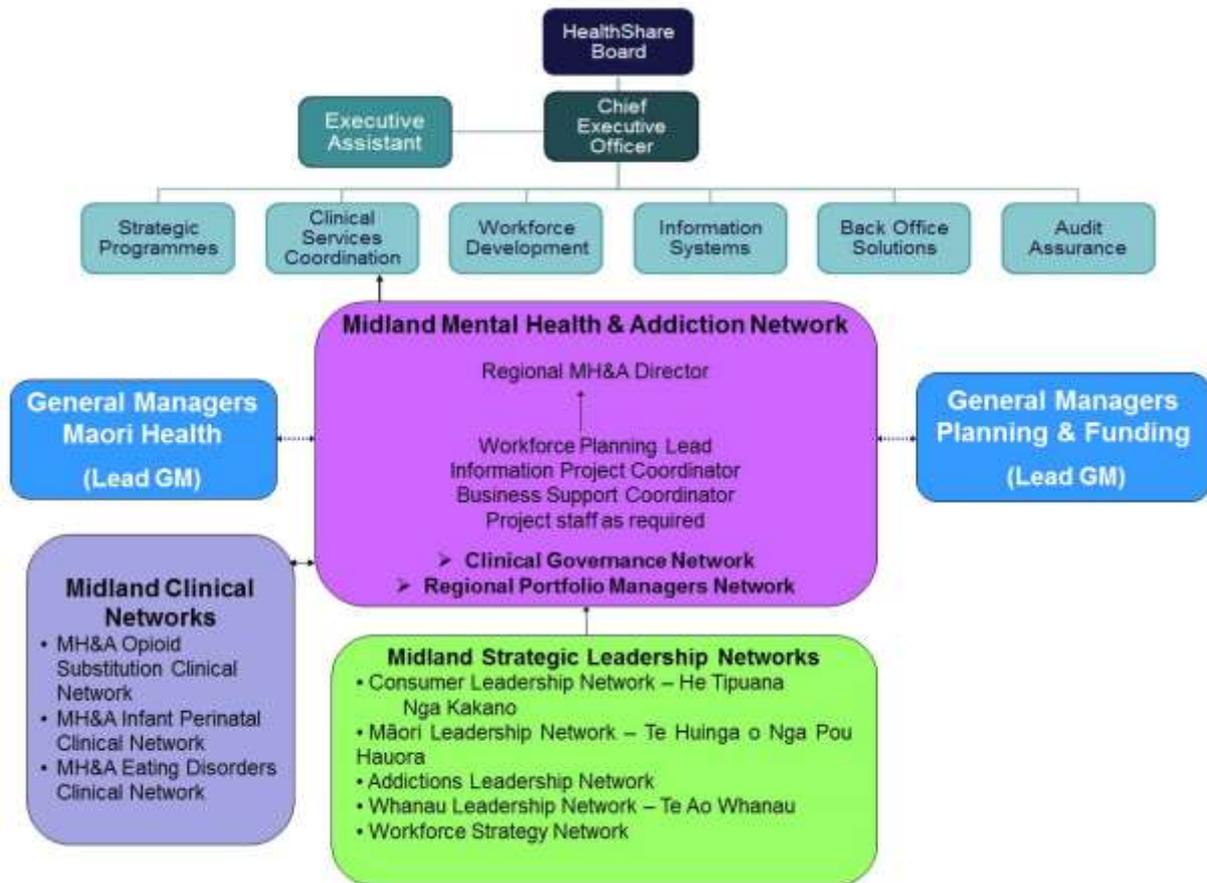




TERMS OF REFERENCE

MIDLAND Mental Health & Addiction Workforce Strategy Network



This Terms of Reference should be read in conjunction with the Midland Mental Health & Addiction Strategic Plan and the Midland Regional Services Plan.

Vision	<p>A workforce that contributes and influences to create an environment that promotes <i>“Improving Mental Health and Addiction”</i></p> <p style="text-align: center;"><i>Whakatōngia te aroha hai oranga mo te whānau, Whakatōngia te kohara kia awe ai te iwi</i></p> <p style="text-align: center;"><i>Plant the seed of love so that the whānau will survive, plant the seed of passion to give strength to iwi</i></p>
Purpose	<p>The purpose of this network is to provide leadership and direction for regional workforce development locally and regionally and provide support and guidance to the regional workforce planning lead role. The group will have:</p> <ul style="list-style-type: none"> • A regional focus • A mental health and addiction specialty • Links to National Workforce Centres direction • Links to Health Workforce New Zealand direction
Values	<p>The underpinning values for any activities and advice undertaken by the Midland Regional Workforce Strategy Network will be guided by:</p>



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	<p>Manaakitanga (Integrity):</p> <ul style="list-style-type: none"> • Transparency • Honesty • Respect • Trust • Reliability • Support <p>Kotahitanga (Oneness)</p> <ul style="list-style-type: none"> • Inclusive • Relations • Partnerships • Teamwork • Sharing Workloads • Communication <p>Whakawhānautanga (Sharing)</p> <ul style="list-style-type: none"> • Aroha • Supportive • Acceptance • Connections <p>Rangatiratanga (Leadership)</p> <ul style="list-style-type: none"> • Leadership • Commitment • Partnership • Alignment
Key Deliverables	<ul style="list-style-type: none"> • Building strong relationships within and across the Mental Health and Addiction sector • Facilitating the uptake of national mental health workforce development opportunities • Increasing regional feedback on, and participation in, national, regional and district mental health and addiction workforce development planning • Ensuring national centres and programmes are responsive to the needs of the mental health and addiction sector • Supporting DHB, Primary, Iwi and NGO mental health and addiction workforce development
Functions	<p>Influence, support and participate in regional activity, including implementation of the National Workforce Action Plan for Mental Health and Addiction 2017-2021 and Rising to the Challenge Workforce components.</p> <p>The Midland Regional Workforce Strategy Network will provide expert advice to the Midland Regional Director through the development of initiatives leading over time including:</p> <ul style="list-style-type: none"> • Improved outcomes through optimal treatment of Mental Health and



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	<p>Addiction issues – resulting in recovery focussed, effective and efficient services for people and whānau accessing services</p> <ul style="list-style-type: none"> • Reduced disparity in outcomes for Mental Health and Addiction services between population groups and DHB areas across the Midland region. • Efficient and effective use of people, financial and other resources. <p>Midland Regional Workforce Strategy Network will also:</p> <ul style="list-style-type: none"> • Participate in key regional workforce decisions a • Review and monitor regional workforce activity effectiveness where applicable • Ensure partnerships when working with clinicians, managers and people using services • Identify risks/gaps, assess and propose solutions • Participate in the completion of a Strategic Workforce Workplan with key stakeholders
Leadership	<p>Midland Regional Workforce Strategy Network will elect a Chairperson from the network group. Elections will take place every two years.</p> <p>The nature of the work involved will require a high level of competency and expertise in relation to mental health and addiction services.</p> <p>Only one chair will be elected, where the chair is absent one will be nominated from the floor</p> <p>Election process</p> <p>To be by secret ballot following a brief presentation from each nominee about their individual skills relevant to the role for:</p> <ul style="list-style-type: none"> • Chair positions (where there are two or more nominees) • Representation on external forums (where there are three or more nominees) • Representation at regional and national conferences (as per the Midland Prioritisation process) ▪ Positions on panels and working groups (where there are three or more nominees).
Membership	<p>Members of the Midland Regional Workforce Strategy Network have been selected via a robust Expression of Interest (EOI) process that was open to all of the Midland DHBs.</p> <p>Membership aims to ensure a mix of skill base and knowledge with representatives being actively involved in the delivery of mental health and addiction services, across the Mental Health and Addiction sector and across community, hospital and specialist services.</p> <ul style="list-style-type: none"> • Adult services representative(s) • Maori health representative(s) • Addiction representative(s) • CAMHS representative (s)



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	<ul style="list-style-type: none"> • Primary mental health representative (s) • Midland Regional Portfolio manager (s) • National Workforce Centres • Consumer representative(s) <p>Other experts can be co-opted to the group for short, specified periods to assist the work of the Network.</p>
Accountability	The workforce advice and recommendations provided by the network will be sent to the CE HealthShare through the Midland Regional Director, MH&A Clinical Governance and regional Portfolio Managers.
Scope	<p>Midland Regional Workforce Strategy Network has a broad requirement to consider all workforce issues of relevance in relation to the delivery of mental health and addiction services, this includes:</p> <ul style="list-style-type: none"> • Investigation, information gathering and feedback from: <ul style="list-style-type: none"> ▪ A range of work completed nationally such as national strategy documents, prioritisation processes, and legislation ▪ Group members’ knowledge and experience ▪ Community issues or concerns ▪ Any other relevant information available to assist with providing advice to the Midland Regional Director • Providing sector leadership through the identification of service delivery issues and the facilitation of solutions, such as service co-ordination, support for collaboration, workforce development, and knowledge sharing.
Process	<p>Administrative support will be provided by Midland Regional Network – MH&A.</p> <p>The Midland Regional Workforce Strategy Network will meet quarterly.</p> <p>It is expect there will be a minimum of 4 face to face meetings scheduled over a calendar year.</p> <p>The Midland Regional Workforce Strategy Network may decide that it is necessary to meet, teleconference or videoconference more often as required, at times, to undertake its work.</p> <p>The Midland Regional Workforce Strategy Network may from time to time hold workshops and planning sessions involving group members and/or other interested parties. They may also, from time to time, advise of the need to form focus groups, working parties, project teams or similar groups to progress the work of the Group. These ad hoc groups will have clear expectations and timeframes to work within.</p> <p>Attendance may not be delegated. Members who submit apologies must provide written feedback on the agenda items for the group’s consideration.</p>



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	<p>The expectation is that members will be committed to attend all meetings. Should a member not attend 3 consecutive meetings without tendering their apologies or providing written feedback/responses in advance of the meeting, their membership will be reviewed by the group.</p>
Reporting Requirements	<p>Midland Regional Workforce Strategy Network will provide a written report to Clinical Governance and Regional Portfolio Managers Networks quarterly or as issues arise.</p> <p>The CEO may also require specific reports from the group to inform the monthly meetings (via the Regional Director).</p>
Review	<p>The Terms of reference will be reviewed every two years by the Midland Workforce Strategy Network. Or earlier as required</p> <p>Next Review Date: May 2020</p>



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Expression of Interest

Appendix 1

To:	Midland Region Mental Health and Addiction Network
From:	Eseta Nonu-Reid, Regional Director MH&A Service Development Steve Neale, Midland Workforce Planning Lead
Date:	May 2018
Subject:	Expression of Interest for the Regional Mental Health and Addiction – Workforce Strategy Network

For approval	For action	For information
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Purpose:

Whakatōngia te aroha hai oranga mo te whānau, Whakatōngia te kohara kia awe ai te iwi

Plant the seed of love so that the whānau will survive, plant the seed of passion to give strength to iwi

To seek Expressions of Interest (EOI) to participate as a member of the Midland Regional Mental Health and Addiction Workforce Strategy Network.

Background:

The Midland Workforce Strategy Network was established in 2008 with membership being comprised of elected representatives from each of the regional forums and nominated representatives from each of the national Workforce Centres. With clear messages from Government showing a drive toward regionalisation in the health environment and reduction in back-room services, it is now timely to progress the Midland Mental Health & Addiction Advisory forums into a managed networks. This better aligns to Government direction and will provide high level strategic advice to the Regional Director and the newly formed Midland Clinical Governance Group.

It is an expectation that members of this group are committed to attending the quarterly face to face meetings, ensure that they are well prepared and consult with their stakeholders groups where possible prior to the meeting. Accommodation and disbursement will be provided for Taranaki and Tairāwhiti representatives. Travel and meeting time should be supported by the individual organisations.

Further to the discussions held at the teleconference with key stakeholders regarding the current Workforce Strategy Network in May 2012, we are now looking to progress to the next phase which calls for an Expression of Interest (EOI) process to develop membership for the Workforce Strategy Network for the Midland region.

Members will be selected and appointed based on specific skill sets, experience and perspectives – not solely on positions held, roles or previous membership criteria. Such perspectives include:



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- Current experience of mental health and/or addiction
- Ability to work with and understand the different needs of Māori
- Local, regional and/or national networks/focus

Members will be selected based on evidence of the criteria being met and it is envisaged that the group will be no larger than 10 – 12 members.

We are now inviting nominations for this network and would be pleased if you could complete the attached EOI if you are interested in putting yourself or another person forward to be considered.

If your application is successful please note that your photo and information submitted in the EOI will be published on the Midland Mental Health and Addiction website.

Evaluation Criteria

- The criteria that will be used to select members of the Workforce Strategy Network are:
 1. Passion and commitment to workforce development and providing workforce leadership and /or evidence of providing workforce direction within your current work environment
 2. Strong leadership skills with established networks into key stakeholder groups or representative nominations from the key stakeholder groups reflecting:
 - A regional focus
 - Service development or improvement
 - Strategic leadership skills
 - Evidence of leading, influencing and communicating change
 - Responsible decision making
 - Clear understanding of the role and functions of managed networks
 3. Strong communication skills with established relationships with key stakeholder groups / networks where information can be fed to and from the network
 4. A good understanding of national and regional workforce drivers
 5. Working with Māori expertise
 6. Proven track record for delivering results.
- Please use the attached template when responding to the EOI. Email applications will be accepted, please send to akatu.marsters@healthshare.co.nz



**TERMS OF REFERENCE
MIDLAND Mental Health & Addiction Workforce Strategy
Network**

**Midland Mental Health & Addiction Workforce Strategy Member
Profile**

Name	
Title / Position	
Contact Details	
Credentials	
Sector Linkages & networks (local, regional, national)	
Profile (a brief summary about you and your career history)	
Skills that you bring to the network (align to the criteria above)	

Please attach a JPEG photo of yourself