**Expressions of Interest**

**Te Kāhui Mahi Ngātahi | Consumer Advisory Group to the Board**

Do you want to use your own health experience to work with Te Tāhū Hauora Health Quality & Safety Commission (Te Tāhū Hauora)? We are seeking expressions of interest to fill three vacancies on Te Kāhui Mahi Ngātahi | Consumer Advisory group (Te Kāhui Mahi Ngātahi).

Te Kāhui Mahi Ngātahi has up to eight members and provides strategic advice and direction to the board of Te Tāhū Hauora.

**Introduction**

Te Tāhū Hauora is a crown entity, established under the New Zealand Public Health and Disability Act 2000. It now functions under the Pae Ora (Healthy Futures) Act 2022 to lead, coordinate and support the health sector to monitor and improve the quality and safety of services.

Te Kāhui Mahi Ngātahi was established in 2017 and supports Te Tāhū Hauora, the Board and Te Pūkāea Matatika | Māori Health and Consumer team (Te Pūkāea Matatika) to promote strategic partnerships and effective consumer engagement across the health sector, leading to improved experiences for consumers and whānau who use these services.

The Te Pūkāea Matatika programme at Te Tāhū Hauora supports consumers to be engaged and involved in partnership with the health and disability sector at all levels, including service delivery, design, planning, policy development and governance.

The Code of expectations for health entities’ engagement with consumers and whānau (the Code) sets the expectations for consumer engagement and Te Tāhū Hauora strives to be an exemplar for the sector in its implementation.

The Terms of Reference (TOR) are attached separately to this notification.

**What is expected in the role?**

Te Kāhui Mahi Ngātahi members have well established networks and the ability to consult widely with consumer and community groups and with public and non-government health providers.

They must understand governance, be able to think strategically and possess an understanding of Te Tiriti o Waitangi and of WAI 2575 principles.

A mix of in-person full day meetings (in Wellington) and half day Teams meetings online are held prior to board meetings, with occasional Teams meetings at other times if required.

The role of Te Kāhui Mahi Ngātahi is to:

* Provide strategic advice from a consumer perspective, to be able to represent your own views from lived experience and represent the relevant views of your consumer communities,
* Review board papers and provide advice from a consumer perspective,
* Promote the consumer work of Te Tāhū Hauora and the Te Pūkāea Matatika team with the board, local consumer and community groups and health providers,
* Support and promote consumer leadership capability development in the health and disability sector,
* Provide strategic guidance and support to enhance collaboration between consumer groups, health providers and government agencies.

**Selection Criteria**

Candidates will be selected according to the following criteria:

* Demonstrated experience as a consumer representative.
* Established or developing networks with local consumer and community groups.
* Ability to use personal health experiences and those of others to support better design, delivery, governance and evaluation of health and disability services.
* Knowledge about health and disability services in New Zealand.
* Experience working in advisory groups.
* Some knowledge of the work of Te Tāhū Hauora.
* Understand governance and be a strategic thinker.

Our priority populations include Māori, Pacific, disability, rainbow, youth, rural, migrant, refugee, and older adults. To ensure that Te Kāhui Mahi Ngātahi represents a range of viewpoints, for this vacancy we are particularly interested (though not exclusively) in hearing from consumers who have experience in the following areas:

* Disability
* Pacific health
* Māori health
* Rainbow health

**Payment**

Remuneration is in line with the Public Service Commission guidelines for payment of expert advisory group members. Te Tāhū Hauora will pay for the cost of travel to and from meetings (usually in Wellington), one night accommodation if required, meals, and a daily rate of $355.00, plus preparation where appropriate. Preparation time will generally be half a day for every full meeting day.

**How to submit an expression of interest**

Complete the attached Expression of Interest application form and email it to [pic@hqsc.govt.nz](mailto:pic@hqsc.govt.nz) by 21 April 2025. All candidates will be notified of the outcome of their expression of interest. Short-listed candidates will be offered a Teams or telephone interview.

Please see below for timelines on the process for notifications, interviews, advice on appointment dates and meetings.

|  |  |
| --- | --- |
| TIMEFRAME | |
| Application closing date | 21 April 2025 |
| You will be notified from | 2 May 2025 |
| Shortlist telephone/zoom interviews from | 5 May 2025 |
| Successful candidates chosen by | 15 May 2025 |
| Te Kāhui Mahi Ngātahi meeting and half day orientation. | 30 May 2025 with orientation online on 3 June |

For further information please contact [dez.mccormack@hqsc.govt.nz](mailto:dez.mccormack@hqsc.govt.nz) or free phone 0800 275 742 (message service).

(Application form on following page).

**Te Kāhui Mahi Ngātahi | Consumer Advisory group: Expression of Interest Application Form**

|  |  |
| --- | --- |
| PERSONAL DETAILS | |
| Name: |  |
| Address: |  |
| Suburb: |  |
| City: |  |
| Postcode: |  |
| Email: |  |
| Phone contact(s): |  |
| Ethnicity: |  |
| Gender/Pronoun: |  |
| Do you have a disability? | Y/N Disability: |
| Do you have lived experience of mental health and addictions? | Y/N |
| Have you included a CV in support of your application? | Y/N |
| Do you consent to your application being held by us for future opportunities | Y/N  Please note your answer will not affect the selection process for this opportunity. |

|  |  |
| --- | --- |
| EXPRESSION OF INTEREST | |
| What interests you about becoming a member of Te Kāhui Mahi Ngātahi and what do you feel you would personally contribute to the group? |  |

|  |  |
| --- | --- |
| SKILLS, KNOWLEDGE, EXPERIENCE | |
| Describe your experience as a consumer representative/advisor, including current and past roles and/or your experience in governance and planning/strategy. |  |
| What are some of your personal health experiences as a health consumer/family/whanau member? |  |
| Please provide a list or summary of any experience and/or networks you have and would bring to Te Kāhui Mahi Ngātahi work, including in relation to the ‘particular areas’ that are listed as bullet points in the last paragraph of the ‘Selection Criteria’. |  |
| Please add any further comments you wish to add to help us understand the skills, knowledge and experience you will bring to this role. Please attach a separate letter/CV if you wish. |  |
| If you are successful in your application, would there be any support that you require for accessibility? |  |

Please provide additional information on a separate page if required, or a cover letter to expand this application.

Email this application to: [pic@hqsc.govt.nz](mailto:pic@hqsc.govt.nz)